

FY 2021-2022 Classified Hourly Support Staff Wages:

Employee Name	Position	Position	Raise per placement schedule	Amount of Hourly Wage FY20/21	Amount of Hourly Wage FY 21/22	Hours Per Week
Chapman	Susanne	Food Service Coordinator	\$0.25	\$14.50	\$14.75	30
Coffman	Karol	Executive Assistant	\$0.25	\$18.25	\$18.50	40
Elvendahl	Betsy	Transportation	\$0.25	\$18.00	\$18.25	38
Elvendahl	Betsy	Maintenance/Custodian	\$0.35	\$16.15	\$16.50	2
Gardner	Nicolette	Business & Finance Asst.	\$2.00	\$18.00	\$20.00	40
Hoffman	Ron	Maintenance/Custodian	\$0.35	\$16.15	\$16.50	40
Hoffman	Ron	Transportation	\$0.25	\$13.00	\$13.25	0
Kocher	Geraldine	Custodian	\$0.35	\$16.15	\$16.50	16
Larson	Susan	Paraprofessional	\$0.25	\$15.25	\$15.50	35
Leach	Stacy	Paraprofessional	\$0.25	\$13.00	\$13.25	35
Madrid	Joyce	Office Assistant	\$0.25	\$15.25	\$15.50	40
Ryder	Darla	Food Service Assistant	\$0.25	\$13.00	\$13.25	30

FY 2021-2022 Classified Supervisor Contracts:

LastName	FirstName	Position	FTE	Base Salary 20-21	Base Salary 21-22 with
Wheeler	Jessica	Maint. & Transportation Coordinator	1.0	\$47,552	\$48,158

VESD

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Staff Renewal and salary/wage memo

This item is to approve the renewal of certified employees and contracts, classified employees and wage work notices, renewal of classified administrator contracts and renewal of our ESI employee contract for the 2021-2022 school year. This allows us to hire employees through ESI. This how we employ our Business manager. The lists of employees and their wages are attached. The increase in Nicolette Gardener's wags is reflective of taking on more responsibility for the Budget process next year.

Recommended Motion: I move the Board approve the certified contracts, wage work notices, classified administrator and ESI contracts as presented.

EXHIBIT B
Client RetireRehire Terms

Certified Employees

Contractual Salary (% of Exiting Salary)
Supplemental Pay (% of Pay Rate)
Performance Pay
Insurance Support
Leave
Holiday Pay
Program Application Period
Time Limit with ESI

Other Special Provisions: No current participants at this time. If Client identifies a participant, they will declare their terms at that time.

Classified Employees

Contractual Salary (% of Exiting Salary)
Supplemental Pay (% of Pay Rate)
Performance Pay
Insurance Support
Leave
Holiday Pay
Program Application Period
Time Limit with ESI

Same as Certified Employees

100%

0%

NO

NO

NO

NO

None

July 1, 2021 thru June 2022

Other Special Provisions:

Administrators

Contractual Salary (% of Exiting Salary)
Supplemental Pay (% of Pay Rate)
Performance Pay
Insurance Support
Leave
Holiday Pay
Program Application Period
Time Limit with ESI

Same as Certified Employees

Other Special Provisions: No current participants at this time. If Client identifies a participant, they will declare their terms at that time.

EXHIBIT A
Fee Schedule

ESI Cooperative Contracts

All fees are defined through the following cooperative contracts. The following is a summary of key terms and may be subject to change. Refer to the specific governing cooperative contract for current detailed fee terms.

Government Procurement Alliance (IGPA) Contract No. 17-14PV-02

and

Mohave Educational Services Cooperative Contract No. 17A-ESI-0518

RetireRehire

ASRS Retired Member Leased Employees: excludes Substitutes

- 5.00% of gross salary

SubSource

Certified and Classified Substitutes

- 10.00% of gross salary

Pre-Payment Incentive

Pre-payment of at least 80% of estimated fiscal year expenditure required. Incentive is a 0.50 percentage point reduction of the base admin fee. Example: For ASRS Retired Member Leased Employees (excludes substitutes), the base admin fee of 5% would be reduced to 4.50%.

33. VALIDITY

This Agreement shall be valid and enforceable only after the designated representative of both Client and ESI has signed it.

34. CANCELLATION FOR CONFLICT OF INTEREST

Pursuant to A.R.S. § 38-511, the Client may, within three (3) years after its execution cancel this Agreement, without penalty or further obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the Client is, at any time while the contract or any extension of the contract is in effect, an employee or agent of any other party to the contract in any capacity, or a consultant to any other party to the contract with respect to the subject matter of the contract.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date indicated at their respective signatures below.

Effective Date: July 1, 2021.

"Client" Vernon Elementary School Dist #9

EDUCATIONAL SERVICES, INC.,
an Arizona corporation

By: 

By: _____

Its: Superintendent

Its: _____

CLIENT ADDRESS FOR NOTICE:

Street Address: 90 CRW 3139

City, State, Zip Code: Vernon, AZ 85940

first-class certified mail, with an additional copy (which does not constitute notice) sent via email. Notice to ESI shall be sent to:

Educational Services, Inc.
14614 N. Kierland Blvd, Suite 230
Scottsdale, AZ 85254
ATTN: ESA Administrator
Email: hr@esiaz.us

Notice to Client shall be sent to Client at the address set forth on the signature page hereto.

28. **NO RULE OF STRICT CONSTRUCTION**

Both parties have approved the language of this Agreement, and no rule of strict construction will be applied against either party.

29. **HEADINGS**

The descriptive headings of the paragraphs and subparagraphs of this Agreement are intended for convenience only, and do not constitute parts of this Agreement.

30. **COUNTERPARTS**

This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

31. **ARBITRATION**

In the event of any dispute between the parties to this Agreement arising out of, relating to, or in connection with the provisions of this Agreement, or the performance hereunder, the parties hereby agree that any such dispute shall be exclusively submitted to, and resolved in, binding arbitration. The arbitrator shall be selected by mutual agreement of the parties. The arbitrator's decision and/or award shall be final and binding. The prevailing party, if any, shall be entitled to reasonable attorney's fees and costs. Arbitration shall take place in Maricopa County, Arizona.

32. **GOVERNING LAW**

This Agreement shall be construed under the laws of the State of Arizona and shall incorporate by reference all mandatory contract provisions of state agencies required by statute or executive order.

23. **ENTIRE AGREEMENT**

This Agreement, including the Recitals and Exhibits, constitutes the entire agreement between the parties with respect to its subject matter and supersedes all prior and contemporaneous agreements, understandings, inducements and conditions, express or implied, oral or written, of any nature whatsoever with respect to its subject matter.

24. **BINDING NATURE OF AGREEMENT**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors and assigns. For the avoidance of doubt, ESI has the right to assign its rights and obligations under the Agreement to any assignee, successor, and/or subsequent owner, whether as a result of a merger, acquisition, or other change in ownership.

25. **CONSTRUCTION; INTERPRETATION; MODIFICATION**

This Agreement is intended to express the mutual intent of the parties, and no rule of strict construction shall be applied against the drafting party. In this Agreement, the singular includes the plural, and the plural the singular; words imparting gender include both genders; references to "writing" include printing, typing, electronic writing and other means of reproducing words in a tangible visible form; the words "including", "includes" and "include" shall be deemed to be followed by the words "without limitation". The term "person" shall include an individual, corporation, joint venture, partnership, trust, estate, association or any other entity. This Agreement may not be modified or amended other than by a writing signed by the party to be charged with such modification or amendment.

26. **WARRANTY**

Pursuant to the provisions of A.R.S. § 41-4401, each party warrants to the other party that it is in compliance with all Arizona and federal immigration laws and regulations that relate to its employees and Workers and with the E-Verify program under A.R.S. § 23-214(A). Each party acknowledges that its breach of this warranty is a material breach of this Agreement subject to penalties up to and including termination of this Agreement. Each party retains the legal right to inspect the papers of any employee/Worker of the other party or any independent contractor who works on this Agreement to ensure compliance with this warranty.

27. **NOTICES**

All notices or other communication required or permitted under this Agreement shall be in writing, and shall be made by hand delivery, or overnight courier, or prepaid

in a manner that adversely affects the rights of the Indemnitee without the Indemnitee's prior written consent. The Indemnitee's failure to perform any obligations under this section shall not relieve the Indemnitor of its obligations under this section except to the extent that the Indemnitor can demonstrate that it has been materially prejudiced as a result of such failure. The Indemnitee may participate in and observe the proceedings at its own expense.

The parties agree that this Section 18 constitutes the complete agreement between the parties with respect to indemnification, and each party waives its right to assert any common-law indemnification or contribution claim against the other party.

19. **ADJUDICATION OF AGREEMENT**

If any court or arbitrator of competent jurisdiction holds that any provision of this Agreement is invalid or unenforceable, the parties desire and agree that the remaining parts of this Agreement will nevertheless continue to be valid and enforceable.

20. **LIMITATION OF LIABILITY**

CLIENT EXPRESSLY ACKNOWLEDGES AND AGREES THAT CLIENT'S SOLE REMEDY IN THE EVENT OF ESI'S BREACH OF ITS OBLIGATIONS UNDER THIS AGREEMENT IS TO TERMINATE THIS AGREEMENT AND RECEIVE, WITHIN THIRTY (30) DAYS AFTER THE TERMINATION DATE, A REFUND FOR ANY FEES THAT CLIENT PAID ESI AS OF THE TERMINATION DATE FOR SERVICES THAT WERE NOT PERFORMED AS A RESULT OF ESI'S BREACH. FURTHER, ESI SHALL HAVE NO FURTHER LIABILITY OR OBLIGATION TO CLIENT WHATSOEVER, SUCH AS LIABILITY FOR SPECIAL OR CONSEQUENTIAL DAMAGES. CLIENT ACCEPTS THE RESTRICTIONS ON CLIENT'S RIGHT TO ADDITIONAL RECOURSE AS PART OF CLIENT'S BARGAIN WITH ESI.

21. **ATTORNEYS' FEES**

Should any litigation be commenced between the parties hereto concerning the terms of this Agreement, or the rights and duties of the parties under this Agreement, the prevailing party in such litigation shall be entitled to, and in addition to any other relief that may be granted, the prevailing party's attorneys' fees and costs.

22. **MODIFICATIONS OR WAIVER OF AGREEMENT**

No modification or waiver of this Agreement will be valid unless the modification or waiver is in writing and signed by the designated representative of the Client and a Director-level employee or above of ESI. The failure of either party at any time to insist upon the strict performance of any provision of this Agreement will not be construed as a waiver of the right to insist upon the strict performance of the same provision, at any future time.

- C. Client may make all non-routine directives through ESI's on-site supervisor, or if an on-site supervisor is not provided, then through ESI or designee.

18. **INDEMNIFICATION**

Each party (as "Indemnitor") agrees to indemnify, defend, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs or expenses (including reasonable attorney fees), hereinafter collectively referred to as "claims," arising out of bodily injury to any person (including death) or property damage, but only to the extent that such claims which result in vicarious/derivative liability to the Indemnitee, are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers. In addition, Client agrees to indemnify, defend, and hold harmless ESI for any (i) breach of any representation, warranty or obligation of Client set forth in this Agreement; and (ii) any claim that any work product or Client's receipt or use thereof infringes on any intellectual property right of a third party. For Workers operating Client vehicles, Client hereby agrees to indemnify, defend, and hold harmless ESI for any and all claims, losses, liability, costs, or expenses (including reasonable attorney fees) resulting from a vehicular incident, but only to the extent that the Workers are operating Client's vehicles within the course and scope of authorization granted by the Client.

ESI shall be solely responsible and shall indemnify the Client for any assessment, assessable payment, fine, penalty, or other liability assessed against ESI or the Client that arises in connection with ESI's failure to: (i) offer minimum essential coverage that provides minimum value consistent with Section 13 of this Agreement; (ii) timely and accurately furnish and file information returns consistent with Section 13 of this Agreement; or (iii) otherwise comply with the requirements of Code Section 4980H and any regulations or other guidance issued pursuant thereto. Notwithstanding the foregoing, ESI shall not be responsible and shall not indemnify the Client for any assessment, assessable payment, fine, penalty, or other liability assessed against ESI or the Client that arises in connection with Client's failure to: (i) offer minimum essential coverage to its common law employees pursuant to an eligible employer-sponsored plan; (ii) offer coverage that provides minimum value and that is "affordable," within the meaning of Code Section 4980H and any regulations or other guidance issued pursuant thereto; or (iii) provide timely notice of any penalty assessment or other correspondence from the Internal Revenue Service or other governmental agency as described by Section 13 of this Agreement.

The Indemnitee hereunder shall promptly notify the Indemnitor in writing of any claim, suit, action or proceeding and cooperate with the Indemnitor at the Indemnitee's sole cost and expense. The Indemnitor shall immediately take control of the defense and investigation of such claim, suit, action or proceeding and shall employ counsel of its choice to handle and defend the same, at the Indemnitor's sole cost and expense. The Indemnitor shall not settle any claim, suit, action or proceeding

that Workers go on leave or return from leave, pursuant to the requirements of the FMLA.

16. SAFE WORK ENVIRONMENT

- A. ESI and its Workers will comply with all health and safety laws, regulations, ordinances, directives, and rules imposed by controlling federal, state, or local governments, and will immediately report all work-related accidents involving the Worker within 24 hours to Client.
- B. If applicable, and appropriate, Client will provide the Workers with personal protective equipment as required by federal, state, local law, regulations, ordinance, directive, or rule.
- C. ESI or its workers' compensation carrier has the right to inspect the Client's premises and operation but is not obligated to conduct any inspections. ESI reserves the right to audit safety activities. ESI, or its insurers, may give reports to Client on the conditions found at Client's worksites. Client will supply documentation related to safety activities as prescribed by law (e.g., safety meeting, training maintaining OSHA log). Neither ESI's insurer nor ESI warrants the result of the inspections, or the absence thereof, or that the operations or premises are in compliance with any laws, regulations, codes, or standards.
- D. Client will ensure that all facilities where the Workers perform services are in compliance with any and all applicable federal, state, and/or local laws, regulations, codes, or standards.

17. SUPERVISION

- A. ESI, in coordination with Client, will provide direction, supervision, training, and control of each Worker in the performance of the Services. Client will provide daily monitoring of the Workers and will report to ESI. ESI may designate at least one (1) on-site supervisor from among the Workers assigned to complete the Services. This on-site supervisor may direct the operational and administrative matters relating to the Services and may be under the direct supervision of ESI. If ESI fails to designate an on-site supervisor, Workers assigned to perform Services for the Client shall remain responsible to ESI or designee.
- B. ESI shall determine the procedures to be followed by Workers regarding the time and performance of the Workers' job functions and duties, and these will coincide with Client requirements regarding time and performance of same. Client agrees to cooperate with ESI in the formation of such policies and procedures and permit ESI to implement its policies and procedures relating to the Workers.

- B. Client will immediately forward to ESI any garnishment orders, involuntary deduction orders, notices of IRS liens, and other forms of legal process received by Client affecting payment of wages to Workers and will cooperate with ESI in responding thereto.
- C. Workers will receive compensation for services rendered pursuant to this Agreement solely through ESI. It is a material breach of this Agreement for Client to pay any Worker in cash, or by any other means for any Services rendered. Any individual whom a Client pays directly for any Services rendered will not be considered a Worker under this Agreement as to the Services for which the Client provides payment. Further, ESI shall provide Workers with unemployment insurance coverage to the extent required by law.
- D. ESI shall warrant compliance with all federal immigration laws and regulations that relate to Workers, and that it has verified employment eligibility of each Worker through the e-verify program.
- E. Upon Client's reasonable request, ESI will provide documentation showing compliance with Section 14(D) with respect to any Worker.
- F. If Client engages in ESI's RetireRehire service, Client RetireRehire Terms, attached as **Exhibit B**, summarizes Client's return-to-work program. Client has sole discretion to set terms. Terms may be changed by Client at any time upon written notice to ESI.
- G. If Client requires Worker to operate Client vehicles, Client shall assume full responsibility for transportation safety, vehicle maintenance, training Worker in the basic operational necessities of operating Client's vehicle, vehicle safety inspections, environmental compliance, and all government requirements and compliance relating to Worker's operation of Client's vehicle.

15. **PROTECTED LEAVES OF ABSENCE**

- A. The Uniformed Services Employment and Reemployment Rights Act of 1994 ("USERRA") protects civilian job rights and benefits for military servicemembers, veterans, and members of Reserve components. Client agrees to provide for any necessary leaves of absence, employment, and/or reemployment positions in the event that Workers are called away for or return from military service, pursuant to the requirements of USERRA.
- B. The Family and Medical Leave Act ("FMLA") protects job rights, leave, benefits, and re-instatement rights of eligible employees after the employee has been on approved FMLA leave. Client agrees to provide for any necessary leaves of absence, employment, and/or reemployment positions in the event

12. **ESI'S LIABILITY INSURANCE**

ESI shall maintain in full force and effect at all times during the term of this Agreement Commercial General Liability ("CGL") insurance with limits of liability of not less than one million dollars (\$1,000,000) per occurrence, and if such Commercial General Liability insurance contains a general aggregate limit of liability, the limit of liability shall be at least two million dollars (\$2,000,000).

13. **PATIENT PROTECTION AND AFFORDABLE CARE ACT (PPACA)**

The parties believe that all Workers are the common law employees of ESI and that ESI is an applicable large employer for purposes of compliance with the requirements of Code Section 4980H. Accordingly, ESI offers full-time Workers and their "dependents" (as defined in any regulations or other guidance issued under Code Section 4980H) the opportunity to enroll in ESI's "minimum essential coverage" (as defined in Code Section 5000A(f) and any regulations or other guidance issued thereunder) under an "eligible employer-sponsored plan" (as defined in Code Section 5000A(f)(2) and any regulations or other guidance issued thereunder) at least once per year. Such coverage will provide "minimum value" (as defined in Code Section 36B(c)(2)(C)(ii) and any regulations or other guidance issued thereunder).

In addition, ESI will determine full-time employee status for all Workers using the "look-back measurement method" (as defined in the regulations or other guidance issued under Code Section 4980H) and will conduct the necessary tax reporting as required by Code Sections 6055 and 6056, including the timely furnishing of all Forms 1095-C to applicable individuals and the timely filing of all Forms 1094-C and 1095-C with the Internal Revenue Service.

Each party agrees to provide the other party timely notice of any penalty assessment or other correspondence from the Internal Revenue Service or other governmental agency with respect to Code Section 4980H compliance as it applies to the Workers covered by this Agreement. For this purpose, notice shall be considered timely if provided to the other party no later than 20 days before a corresponding response is due to the Internal Revenue Service or other governmental agency.

14. **ADMINISTRATION**

A. All Workers assigned to fill positions with the Client are employees of ESI. ESI is responsible for administrative employment matters, such as transmission of all federal, state, and local employment tax payments, providing workers' compensation insurance, as well as management of fringe benefit programs for Workers. ESI agrees to pay, and hold harmless, Client from any and all tax penalties, assessments, or governmental charges in connection with all or any of the Services provided under the terms of this Agreement. Client is responsible for payment of the Alternative Contribution to the Arizona State Retirement System for any amounts that may be due for individual Workers.

10. **WORKERS' COMPENSATION**

- A. ESI will be considered the "employer" of all Workers for the purposes of providing workers' compensation insurance within the meaning of A.R.S. § 23-901. ESI shall provide workers' compensation and employer's liability insurance in accordance with the statutory requirements of the State of Arizona, including Employer's Liability insurance with limits of liability of not less than \$1,000,000 each accident, and \$1,000,000 bodily injury or disease. The workers' compensation policy shall be endorsed to include the Alternate Employer Endorsement and shall include a waiver of subrogation in favor of Client from the workers' compensation insurer.
- B. Client and ESI understand, agree, and acknowledge that no individual will be covered by ESI's workers' compensation insurance, or be issued a payroll check unless and until that individual has, prior to commencing work for the Client, satisfied the requirements and definition of a "Worker" under Section 2 of this Agreement.
- C. Client understands, agrees, and acknowledges that the workers' compensation insurance that ESI will provide under this Agreement will only cover individuals who are employed by ESI, and that such ESI's workers' compensation insurance will not cover other individuals who might perform services for Client, whether as employees, independent contractors, or otherwise. Client agrees to provide workers' compensation insurance or maintain a program of approved self-insurance covering Client's own employees.

11. **CLIENT'S LIABILITY INSURANCE**

Client will provide liability indemnity protection to the Workers performing Services under this Agreement, and ESI, to the extent that the Worker is providing services for the Client, and the Worker is acting within the course and scope of the authorization granted. The provision of liability indemnity protection shall not be construed as evidence that the relationship between the parties and Workers is other than specifically provided for and agreed to in this Agreement.

The coverage provided will be made available to Workers as an additional covered party under the terms of the Client's insurance coverage. Coverage will be made available by the Client's insurance company to Workers on the same terms and conditions as coverage is made available to Client employees. ESI shall be named an additional covered party to the Client's insurance agreement but only to the extent that ESI is vicariously liable for the acts of Workers while Workers are performing services for Client but not for any actual or alleged wrongful act, error or omission of ESI in its own right (e.g., claims of negligent hiring, supervising or retention, employment discrimination, etc.).

timesheet with overtime hours on it, ESI must pay that overtime, and will bill Client accordingly for that overtime.

- J. Be responsible for the adequacy of the services provided by Workers pursuant to this Agreement.
- K. ESI shall perform all other responsibilities with respect to Workers otherwise required of an employer, and not assumed by Client pursuant to this Agreement.

6. **APPROVAL OF SUPPLIED WORKERS**

Client has the right, but not the obligation, to pre-approve any Worker provided by ESI to fill a position for which the Client has contracted with ESI to provide. The Client has the right to reject any Worker prior to, or, at the time of placement for any lawful reason. Client may recommend that ESI impose discipline upon any Worker for any lawful reason, and ESI may, in its own right, impose discipline, up to and including dismissal, upon any Worker for any lawful reason. ESI retains the sole right to determine if rejection, discipline, or dismissal of a Worker is for a lawful reason.

7. **ADMINISTRATIVE FEES**

Client will pay ESI an administrative fee in accordance with the Fee Schedule, attached as **Exhibit A**.

Client will also pay ESI for all associated employer's payroll liabilities for the Workers. Payroll liabilities are subject to adjustment with any changes in job functions, or positions of Workers, increases in payroll taxes, including, but not limited to changes in FICA (OASDI/Medicare), federal or state unemployment tax rates, workers' compensation rates, or any government mandated insurance requirement that is not already known or currently required, or any government mandated wage increases. Any such adjustments will be effective on the date of the increase or change.

8. **PRE-PAYMENT INCENTIVE**

ESI pays Workers for their services to Client before receiving corresponding payment from Client. Therefore, ESI offers a pre-payment incentive in the Contract Administrative Fee if Client pre-pays for Services as defined per **Exhibit A**.

9. **PAYMENT TERMS**

ESI will bill Client with invoices as "net 30." An 8% per annum late payment charge will be assessed for any payment that is not received within 30 days of invoice.

- E. Maintain a program of supervision that enforces appropriate policies and procedures. In order to maintain the program, ESI may designate one or more on-site ESI employees as the supervisor, and/or, ESI contact responsible for addressing and responding to Workers.
- F. Provide each Worker with information regarding his or her obligation to comply with applicable safety, drug/alcohol, anti-harassment, anti-discrimination, anti-retaliation, and conduct policies.
- G. Inform each Worker in writing that s/he is employed by ESI, and not employed by the Client.
- H. Inform each Worker in writing that job related illness/injury reports are to be made to the Client, and ESI's on-site supervisor, or ESI contact, and provide information on where and how reports are to be made to the Client and ESI supervisor or contact. Worker must coordinate with ESI, or ESI's representative, for non-emergency treatment, and not the Client, or Client's representative.
- I. Pay Workers in compliance with applicable wage and hour laws, including, but not limited to the Fair Labor Standards Act ("FLSA"), the Fair Wages and Healthy Families Act, and Arizona Labor Code. ESI shall maintain complete and accurate records of all wages paid to a Worker assigned to provide services to Client. ESI shall be exclusively responsible for, and will comply with, applicable law governing the reporting and payment of wages, payroll-related, and unemployment taxes attributable to wages paid to Workers assigned to provide services to Client.

For SubSource Workers (substitutes), ESI will track, account and pay for paid sick time in accordance with the Fair Wages and Healthy Families Act (FWHFA). These costs for SubSource Workers will not be invoiced to the Client and will be ESI's responsibility.

For RetireRehire Workers (return-to-work retirees), Client will be responsible for providing paid leave equal to or greater than the amount required under the FWHFA. The annual allotment of a RetireRehire Worker's paid sick leave will not be accrued but will be granted by Client in full via a lump sum dispersal at the start of the RetireRehire Worker's contracted employment period. Client will have discretion in determining the type and quantity of paid leave so long as this paid leave allotment meets the requirements of the FWHFA.

Hourly employees will not be allowed to accrue "comp time," and will be paid their proper overtime rate, 1 ½ times their regular hourly rate, for any hours worked over 40 hours in a workweek, as required by applicable law. If an authorized timesheet approver (employee of Client) approves a Worker

act or omission which constitutes a breach of the Worker Contract, violates the policies of the Client applicable to Client's own employees, commits an act of unprofessional conduct, or commits an act that adversely affects the reputation of Client.

(3) Death or Permanent Disability of a Worker occurring any time during the term of this Agreement, in which event this Agreement (as it relates to the Worker) shall terminate as of his or her death or Permanent Disability. "Permanent Disability" shall mean the Worker is unable to perform his/her essential job duties, with or without reasonable accommodation, for a period of more than sixty (60) days.

(4) If it is later discovered that a Worker has made any material misrepresentations or has failed to provide any material representations in connection with the information provided to ESI.

C. Agreement. This Agreement may be terminated by either party, for any reason, at any time prior to the expiration of the Term, by providing ninety-day (90) written notice to the other Party, in the manner described in Section 27.

5. SCOPE OF SERVICES

In collaboration with Client, ESI shall supply Workers and shall perform the following services:

A. Recruit, hire, train, evaluate, compensate, place, replace, supervise, discipline, and terminate Workers.

B. Maintain a recruiting and hiring program that is in compliance with federal and state laws, rules and regulations, equal opportunity, and anti-discrimination policies applicable to, and restricting, the hiring and selection process, including, but not limited to, Title VII of the Civil Rights Act of 1964 ("Title VII"), the Americans With Disabilities Act ("ADA"), the Age Discrimination in Employment Act ("ADEA"), the Fair Credit Reporting Act ("FCRA"), the Arizona Civil Rights Act ("ACRA"), and the Arizona Employment Protection Act ("AEPA").

C. Maintain a system of statewide background checks on all Workers provided to Client to include pre-screening, credentialing, licensure, statewide criminal background check, and fingerprinting, the results of which shall be made available to Client upon request to the extent permitted by law. ESI shall ensure that all Workers possess all certifications and licenses necessary to perform their assignments.

D. Maintain a system of evaluation, which can be the Client's evaluation systems and instruments.

venture or partnership, or the relationship of principal and agent, or employer and employee, between ESI and Client.

2. **WORKER**

In this Agreement, the term "Worker" or "Workers" means an individual(s) (a) employed by ESI in Arizona to work in Arizona, (b) who is performing Services for Client pursuant to this Agreement, (c) who has completed ESI's required hiring and onboarding process forms, and, where applicable, is certificated or licensed as required by law for the position in which ESI places the Worker.

ESI will not place into employment positions with the Client any Worker who does not possess, or have the ability to possess, all necessary certification and endorsements or licenses for the position assigned.

ESI will maintain equal employment opportunity and anti-discrimination policies, including complaint procedures that address discrimination, and/or harassment claims. ESI retains the right to make a final determination as to whether to hire a Worker.

3. **TERM OF AGREEMENT**

The initial term of this Agreement will be one (1) year following the Effective Date. Upon the expiration of the initial term, this Agreement may be renewed annually upon mutual agreement of both parties. This Agreement does not automatically renew at the end of each year.

4. **TERMINATION**

- A. **Workers, Without Cause.** Notwithstanding any other provision of this Agreement, Client may request termination of, and ESI may terminate, any Worker at any time without cause upon the submission of at least thirty (30) calendar days advance written notice.
- B. **Workers, With Cause.** Notwithstanding any other provision of this Agreement, Client may request termination of, and ESI may terminate, any Worker upon written notice to ESI upon the occurrence of any of the following:
 - (1) A material breach by ESI, or a Worker of any of ESI's or Worker's obligations under this Agreement, or under the Worker Contract.
 - (2) If a Worker embezzles or misappropriates Client funds or property, defrauds Client, is convicted of a felony, or of any crime involving moral turpitude, has his or her certification or other licensing required for the position for which employed by ESI revoked or suspended, fails to maintain a valid fingerprint card if one is required by Client, commits an



Employee Staffing Agreement

This Agreement for Employee Staffing Services (“Agreement”) is entered into in the State of Arizona effective July 1, 2021 (“Effective Date”), by and between Vernon Elementary School District (“Client”), and Educational Services, Inc., an Arizona corporation (“ESI”).

RECITALS

- A. ESI is a corporation in the business of providing employee staffing services.
- B. Client is an entity within the State of Arizona and desires to obtain certain staffing services (“Services”) from ESI. ESI is willing to provide Services to Client upon the terms and conditions contained in this Agreement.
- C. This Agreement provides for the allocation between Client and ESI of responsibilities with respect to covered employees (“Workers” pursuant to Section 2 below).
- D. This Agreement shall not diminish, abolish, or remove any rights of Workers against the Client, or obligations of the Client to any Workers, if any, that existed before the Effective Date of this Agreement.
- E. Client and ESI agree to be bound by the terms and conditions set forth in any applicable cooperative contract purchasing agreement.
- F. Client is authorized to enter into this Agreement pursuant to A.R.S. § 15-502(A).

AGREEMENT

In consideration of the foregoing recitals, and mutual promises contained herein, Client and ESI agree as follows:

1. RELATIONSHIP OF THE PARTIES

ESI is an independent contractor and shall perform its obligations under this Agreement as an independent contractor. All Workers provided by ESI to perform Services for Client pursuant to this Agreement shall be employees of ESI and not of Client. Client has the right to direct Workers only to the extent necessary to conduct the Client’s business, and operations, and to comply with licensing and certification requirements that apply to the Client, or to any Worker. In all other respects, ESI retains full control over the employment, direction, supervision, evaluation, compensation, discipline, and discharge of Workers performing Services under this Agreement. Nothing contained in this Agreement will be construed to create a joint

VESD

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Educational Service Incorporated Employee Staffing Agreement

This item is to approve the ESI Employee Staffing Agreement for the 2021-2022 school year. This allows us to hire employees through ESI. This how we employ our Business manager

Recommended Motion: I move the Board approve the ESI Employee Staffing Agreement for the 2021-2022 school year as presented.

- **The Governing Board reserves the right to pay amounts other than those on this salary schedule and to withhold increments from all employees depending upon availability of sufficient funding in the final budget of the District adopted in accordance with A.R.S. 15-905.**

Board Approved 6/11/19

**Vernon Elementary School District #9
Classified Employee Wage Placement Schedule**

Step	Custodian/Maintenance	Bus Driver	Payroll Clerk	Executive Assistant	Finance Assistant	Office Assistant	Cafeteria Assistant	Cafeteria Coordinator	Paraprofessional
Increase	.35	.25	.25	.25	.25	.25	.25	.25	.25
1	13.00	14.00	14.75	17.00	16.00	13.00	13.00	14.50	13.00
2	13.35	14.00	15.00	17.25	16.25	13.25	13.25	14.75	13.25
3	13.70	14.00	15.25	17.50	16.50	13.50	13.50	15.00	13.50
4	14.05	16.00	15.50	17.75	16.75	13.75	13.75	15.25	13.75
5	14.40	16.00	15.75	18.00	17.00	14.00	14.00	15.50	14.00
6	14.75	16.00	16.00	18.25	17.25	14.25	14.25	15.75	14.25
7	15.10	16.00	16.25	18.50	17.50	14.50	14.50	16.00	14.50
8	15.45	19.00	16.50	18.75	17.75	14.75	14.75	16.25	14.75
9	15.80	19.00	16.75	19.00	18.00	15.00	15.00	16.50	15.00
10	16.15	19.00	17.00	19.25	18.25	15.25	15.25	16.75	15.25
11	16.50	19.00	17.25	19.50	18.50	15.50	15.50	17.00	15.50
12	16.85	19.00	17.50	19.75	18.75	15.75	15.75	17.25	15.75
13	17.20	21.00	17.75	20.00	19.00	16.00	16.00	17.50	16.00
14	17.55	21.00	18.00	20.25	19.25	16.25	16.25	17.75	16.25
15	17.90	21.00	18.25	20.50	19.50	16.50	16.50	18.00	16.50
16	18.25	21.00	18.50	20.75	19.75	16.75	16.75	18.25	16.75
17	18.60	21.00	18.75	21.00	20.00	17.00	17.00	18.50	17.00
18	18.95	21.00	19.00	21.25	20.25	17.25	17.25	18.75	17.25

• Bus Trainee begins with minimum wage

*VESD will honor up to 10 years previous experience

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Certified Wage Schedule for 2021-2022

This item is to approve the Classified Wage Schedule for the 2021-2022 school year. The certified teachers will see a rate increase of \$.25 per hour.

Recommended Motion: I move the Board approve the 2021-2022 Certified Wage Schedule as presented.

VERNON UNIFIED SCHOOL DISTRICT
 Certified Salary Plan
 2021-22

Flat rate = Total Salary divided by total number of certified employees times two percent

- A. Up to and including the first 2% raise given is a flat rate applied to all certificated staff members last year's average salary.
- B. For raises of 2.1% and above, the first 2% is applied to the flat rate and the remainder of the raise percentage is applied to the individual's last year's salary.
- C. The hiring base salary will be increased at least ½ of flat rate. New teachers on Level A, with no experience and no additional credits above a BA, will not have a higher salary than the second-year teachers.

EXAMPLE:

Employees last year's average salaries: $\$32,000 + \$35,000 + \$38,000 = \$105,000/3 = \$35,000$

Six percent pay raise

First two percent is flat rate: $\$35,000 \times 2\% = \700

Remaining four percent is the percent applied to employee's last year's salary.

Last Year Salary	First 2%	Remaining 4%	Total Salary
\$32,000	\$700	\$1,280	\$33,980
\$35,000	\$700	\$1,400	\$37,100
\$38,000	\$700	\$1,520	\$40,220

Certificated Hiring Rates:

2020-2021		BA	MA	EDSP	Doc/PhD
Years Experience					
Level A	0-3	\$40,445	\$42,445	\$45,445	\$49,445
Level B	4-5	\$41,945	\$43,445	\$46,445	\$50,445
Level C	6+	\$43,445	\$46,445	\$49,445	\$54,445

Teacher Professional Growth Increments:

BA+30	BA45/MA	BA60/MA15	BA75/MA30	MA45/PhD
\$1,000	\$1,000	\$1,000	\$1,500	\$1,500

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Certified Salary Schedule for 2021-2022

This item is to approve the Certified Salary schedule for the 2021-2022 school year. The certified teachers will see a flat rate increase of \$445.00 based on the schedule plan. It amounts to about a 1% increase over all. The plan calls for the first 2% of an increase to be a flat rate. The 20% by 2020 initiative has not yet met the 20% it promised. The increase for this year is about \$34.40 per weighted student count which is a little less than the increase we are giving.

Recommended Motion: I move the Board approve the 2021-2022 Certified Salary schedule as presented.

VESD

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Dobridge & Company PC for Auditing Services

This item is to approve Dobridge & Company PC for auditing services covering the 2018-2019 and 2019-2020 school years.

Recommended Motion: I move the Board approve Dobridge & Company PC for auditing services covering the 2018-2019 and 2019-2020 school years as presented.



Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820
www.vernon.k12.az.us

STUDENT ACTIVITIES FUNDRAISING APPROVAL – FY22

The governing Board of the Vernon Elementary School District #9 hereby approves fundraising by the students in connection with student organizations and clubs in accordance with A.R.S § 15-1121. The Governing Board prohibits fundraising activities involving raffles, games of chance or door-to-door sales.

The Governing Board appoints Nicolette Gardner as the Student Activity Treasurer. Her duties include: reconciliation and deposit of monies raised into the district's designated bank account; maintain account if the balances due each respective student organization and club in accordance with A.R.S § 15-1121; and shall provide a monthly financial reporting of Student Activities to the Governing Board in accordance with A.R.S § 15-1121.

Approval for the Student Activity Fundraising was granted at the Regular Meeting held on April 14, 2020.

Deanna S. Hunt – Clerk of the Board

Date

Mr. Jeff Fuller – Superintendent

Date

Nicolette Gardner – Student Activities Treasurer

Date

VESD

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Student Activities Fundraising Approval FY22

This item is to approve fundraising activities for student clubs and organizations and appoints Nicolette Gardner as the Student Activity Treasurer.

Recommended Motion: I move the Board approve the Student Activities Fundraising Approval for FY22 as presented.



Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820
www.vernon.k12.az.us

VOUCHER RESOLUTION FY22

Pursuant A.R.S. 15-321-(G) - An order on a County Superintendent for a salary or other expenses shall be signed by the Governing Board. An order for salary or other expenses may be signed between board meetings if a resolution to that effect has been passed prior to the signing at a regular or special meeting of the Governing Board and the order is ratified by the board at the next regular or special meeting of the Governing Board.

This resolution authorizes the undersigned Governing Board Members to sign vouchers in between regular board meetings.

Governing Board President	Printed Name	Date
---------------------------	--------------	------

Governing Board Clerk	Printed Name	Date
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Governing Board Member	Printed Name	Date
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VESD

Memo

To: Governing Board Members

From: Jeff Fuller, Superintendent

cc: File

Date: 4/6/21

Re: Voucher Resolution

This item is to approve a voucher resolution for FY22 that allows for Governing Board members to sign for payroll and other expense vouchers and be ratified at a later Board meeting.

Recommended Motion: I move the Board approve the Voucher resolution for FY22 as presented.



Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820
www.vernon.k12.az.us

VOYAGER CREDIT CARD AUTHORIZATION – FY22

The Governing Board of Vernon Elementary School District No. 9 hereby authorizes Mr. Jeff Fuller-Superintendent to secure and assign a credit card to Voyager for emergency purposes.

The designated employee shall be provided formal, written policy governing the use of credit cards, and shall sign a credit card agreement upon approval of travel by the Superintendent.

The use of this credit card should be strictly limited and restricted to expenditures that require immediate payments. Any and all purchases made with this credit card shall have the prior approval of the Superintendent. The purpose and estimated cost for the purchase must be stated. If preapproval of charge purchase is not adhered to it is deemed a violation of district policy and the employee is subject to disciplinary action. Furthermore, it is the responsibility of the employee using the credit card to submit the original receipt to the district business office immediately after the purchase has been made.

The Business Manager Assistant required to match original credit card purchase receipts against the monthly statement and to report any discrepancies immediately to the Superintendent.

The Governing Board authorizes the issuance of a Voyager Credit Card at the Regular Meeting held on April 13, 2021; in accordance with A.R.S. §15-342, and District Policy D-1950 DGD and USFR Code VI-G-14.

Deanna S. Hunt – Clerk of the Board

Date

Mr. Jeff Fuller – Superintendent

Date

Mrs. Nicolette Gardner – Business/Finance Assistant

Date

Ms. Jessica Wheeler – Maintenance/Transportation Manager

Date



Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820
www.vernon.k12.az.us

LOWE’S CREDIT CARD AUTHORIZATION – FY22

The Governing Board of Vernon Elementary School District No.9 hereby authorizes Mr. Jeff Fuller - Superintendent to secure and assign a controlled-limit credit card to LOWE’S and designate Jessica Wheeler, Maintenance/Transportation Manager, as the authorized user of the credit card. The credit line approved is \$7,500.00. The maximum single purchase shall not exceed \$1,000.00.

The designated employee shall be provided formal, written policy governing the use of credit cards, as acknowledged by their signatures below.

The use of this credit card should be strictly limited and restricted to expenditures that require immediate payments. Any and all purchases made with this credit card shall have the prior approval of the Superintendent. The purpose and estimated cost for the purchase must be stated. If preapproval of charge purchase is not adhered to it is deemed a violation of district policy and the employee is subject to disciplinary action. Furthermore, it is the responsibility of the employee using the credit card to submit the original receipt to the district business office immediately after the purchase has been made.

The Business Manager Assistant required to match original credit card purchase receipts against the monthly statement and to report any discrepancies immediately to the Superintendent.

The Governing Board authorizes the issuance of a LOWE’S credit card at the Regular Meeting held on April 13, 2021; in accordance with A.R.S. §15-342, and District Policy D-1950 DGD and USFR Code VI-G-7.

Deanna Hunt – Clerk of the Board

Date

Mr. Jeff Fuller – Superintendent

Date

Jessica Wheeler-Maintenance/ Transportation Manager

Date

Nicolette Gardner – Business/Finance Assistant

Date

VESD

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Lowe's and Voyager Credit Card Authorization

This item is for the Board to approve the use of a Lowe's and Voyager Credit Card in accordance with the attached agreements.

Recommended Motion: I move the Board approve the Lowe's and Voyager Credit Card Authorizations for FY22 as presented.



Ψ Dr. Erick C. Rask, Psy.D, LPC Ψ
FamFrst Counseling Services LLC

Arizona Certified School Psychologist 5233366

Arizona Licensed Professional Counselor LPC 11944

Rate Sheet 2021-2022

Psychoeducational Evaluation

Assessment	\$675.00
-Cognitive	
-Academic	
-Visual- Motor	
-Behavioral	
-Report Writing	

Interpretation Attendance \$150.00

Additional Assessments

Autism	\$ 75.00
Adaptive	\$ 75.00

Consultation Services

Initial (.75 hr)	\$125.00
Adjunct (.50 hr)	\$ 50.00
Court Attendance / Report	\$225.00
Adjunct Reports Writing (.75)	\$125.00
Observation (per student)	\$ 75.00
Training (per hour)	\$175.00
Behavioral Plans/Consultation	\$150.00

Note: All services fees include mileage expense

Invoice Payment to: **FamFrst Counseling Service LLC** EIN: 83-3272972

P.O. Box 3904
Show Low, AZ 85902

FamFrst Counseling Services LLC
P.O. Box 3904 Show Low AZ 85902
928-205-8641 famfirstcounseling@gmail.com



Ψ Dr. Erick C. Rask, Psy.D, LPC Ψ
FamFrst Counseling Services LLC

Arizona Certified School Psychologist 5233366

Arizona Licensed Professional Counselor LPC 11944

March 11, 2021

Mr. Fuller,

Thank you for the opportunity to submit a proposal for evaluation services for Vernon Elementary School. I have enjoyed working with your team over the last three years and look forward to continuing to be part of your fantastic team.

Attached you will find a copy of my 2021-2022 RFP - Fee Schedule.

Best Regards,

Dr. Erick C Rask, PsyD, LP

FamFrst Counseling Services LLC
P.O. Box 3904 Show Low AZ 85902
928-205-8641 famfrstcounseling@gmail.com

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: FamFrst Psychoeducational services for FY22

This item is to approve FamFrst Counseling services for our Psychoeducational services for determining eligibility for placement in our Special Education program.

Recommended Motion: I move the Board approve FamFrst Counseling services for FY22 as presented.

- 3.) Equipment needs established on IEP will be paid for by the school district.
 - 4.) Protocols etc used in testing to establish whether a child requires occupational therapy will be provided by the district and must be originals and not photocopies of the protocols. The district may opt to pay the therapists directly for the protocols used provided the therapist has the protocols needed.
 - 5.) Evaluations will be written during a scheduled therapy day. If the evaluation cannot be completed during a scheduled day and therapist finishes the evaluation on a non-scheduled day, the therapist will shorten a subsequent scheduled day by the amount of time used to finish the evaluation.
 - 6.) District will provide reimbursement within 15 days after invoice has been submitted. Therapist will provide invoice after delivery of service.
- The following signatures indicate agreement to the above contract proposal.

Superintendent

Date

Special Services Director

Date

Terri Lacey OTRL (Covid 19)

4/5/21

Occupational Therapist

Date

Terri Lacey
HC 30 Box 9E
Concho, AZ
928-207-1013
951-295-5275

April 5, 2021

This proposal is for contracted **Occupational Therapy** services to the Vernon Unified School District for the school year 2021-2022. Terri Lacey, a licensed Occupational Therapist will provide the following services for the Vernon Elementary School District:

- 1.) Evaluation of students referred for Occupational Therapy assessment.
- 2.) Development of IEP's for individual students who are or will be receiving OT services in conjunction with other multidisciplinary team members.
- 3.) Attendance at MET/IEP meetings on students who have been evaluated by OT and/or persons who are receiving intervention. If therapist is unable to attend meetings due to scheduling conflicts, information of IEP goals/findings will be provided to parents, teacher, and/or special education director.
- 4.) Provide ongoing direct and consultative therapy services to the student as established on the IEP.
- 5.) Provide consultation with teachers and other staff members as needed for students who benefit from this model of therapy intervention.
- 6.) Meet with parents as needed by phone or in person in response to questions/concerns regarding evaluation results, IEP goals and OT home programs.
- 7.) Paperwork: Written evaluations, considerations of additional testing may be pursued if needed, IEP goals, screenings, discharge summaries, progress reports and organization of student's therapy files.
- 8.) Sickness: If therapist is sick an attempt to make up the lost time will be pursued. If a child is sick or misses a therapy appointment due to educational conflicts, the student will be seen on the next scheduled appointment.
- 10.) Therapist must be notified by 7 AM if school has been canceled due to weather or other circumstances. If not notified by 7AM, district will pay therapist for the missed day.
- 11.) A 30 day notice will be provided by either party in order to repeal this contract.
- 12.) Due to the limited number of days of service, evaluations will not be done in the month of April.

Vernon Elementary School District will provide the following support for Occupational Therapy:

- 1.) The current projection of expected Occupational Therapy needs will be 1 day per week, 40 days total for the school year. A typical day begins at 8 AM and ends at 3:30 PM charged at the daily rate of \$500.00. Daily rate applies regardless if school starts later or ends earlier; i.e inclement weather.
- 2.) Mileage reimbursement will not be provided by the school district but will be provided by the therapist.

VESD

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Occupational Therapist Agreement

Terri Lacey has been the OT for our students who have OT services in their Individualized Education Plan through Exceptional Student Services. Her proposal for services is similar to what she has done in the past.

Recommended Motion: I move the Board approve the Proposal from Terri Lacey for Occupational Therapy Services for the FY22 school year.

Stirling Counseling Services

P.O. Box 1335

Lakeside, NY 85929

928-368-3358

Stirling4@frontiernet.net

March 4, 2021

Re: Proposal to provide school counseling to Vernon Elementary School

Attn: Jeff Fuller

I propose to provide school counseling sessions for Vernon Unified School District #9 four times monthly for the 2020/2021 school year.

School counseling services will be provided on Thursdays from 8:00-3. I will conduct individual sessions with students each visit along with providing the kindergarten and first grade social/emotional skills group, the career class for the junior high students, lunch bunch life skills groups, teacher consultations, oversee and implement the Sanford Harmony social emotional curriculum kindergarten through sixth grade and any other requested service. These services will be billed at \$85 per hour.

These services shall commence the first week of the school year.

If you have any questions please do not hesitate to contact me.

Sincerely,

Tiffany Stirling M.Ed. N.C.C.

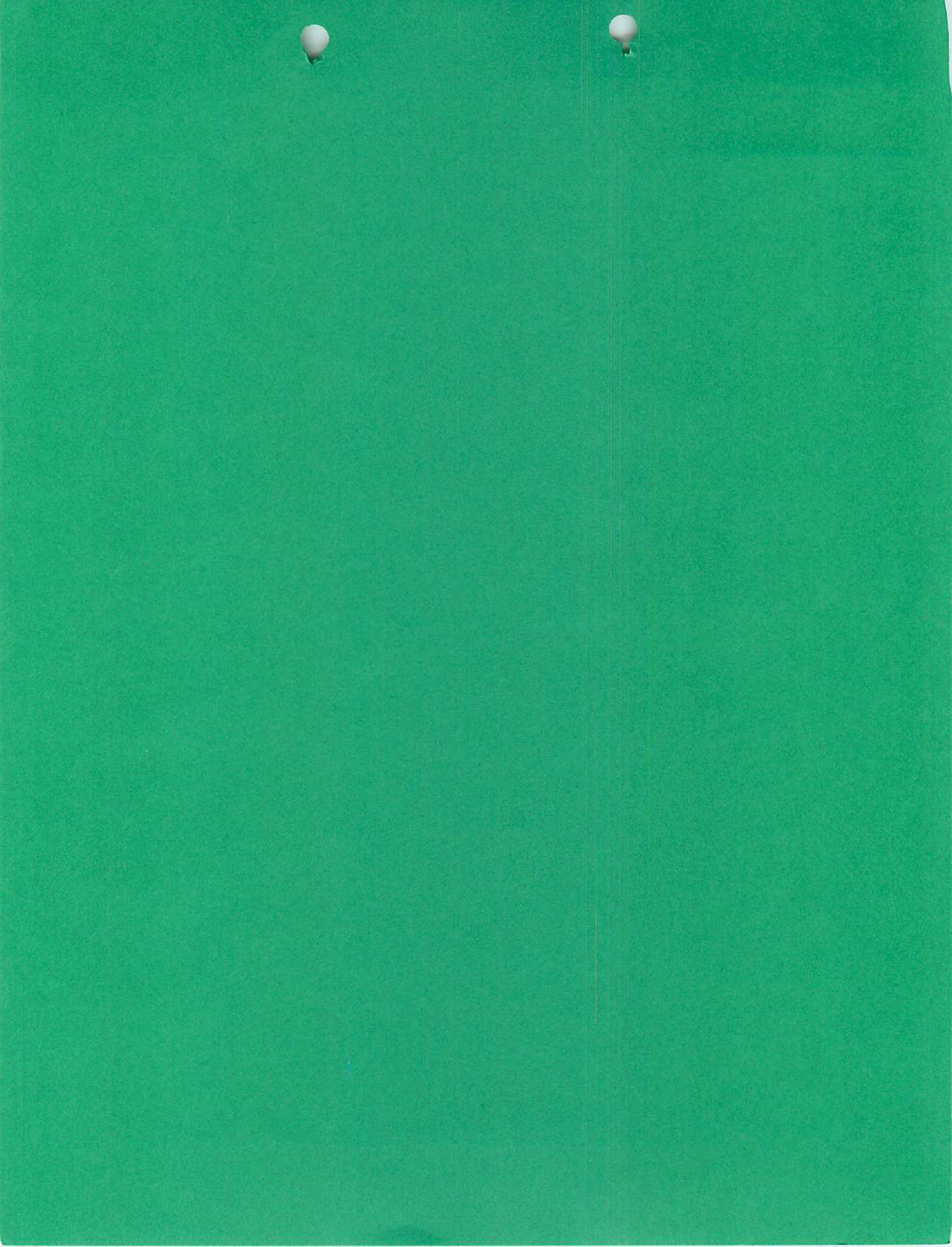
VESD

Memo

To: Governing Board Members
From: Jeff Fuller, Superintendent
cc: File
Date: 4/6/21
Re: Stirling Counseling Services

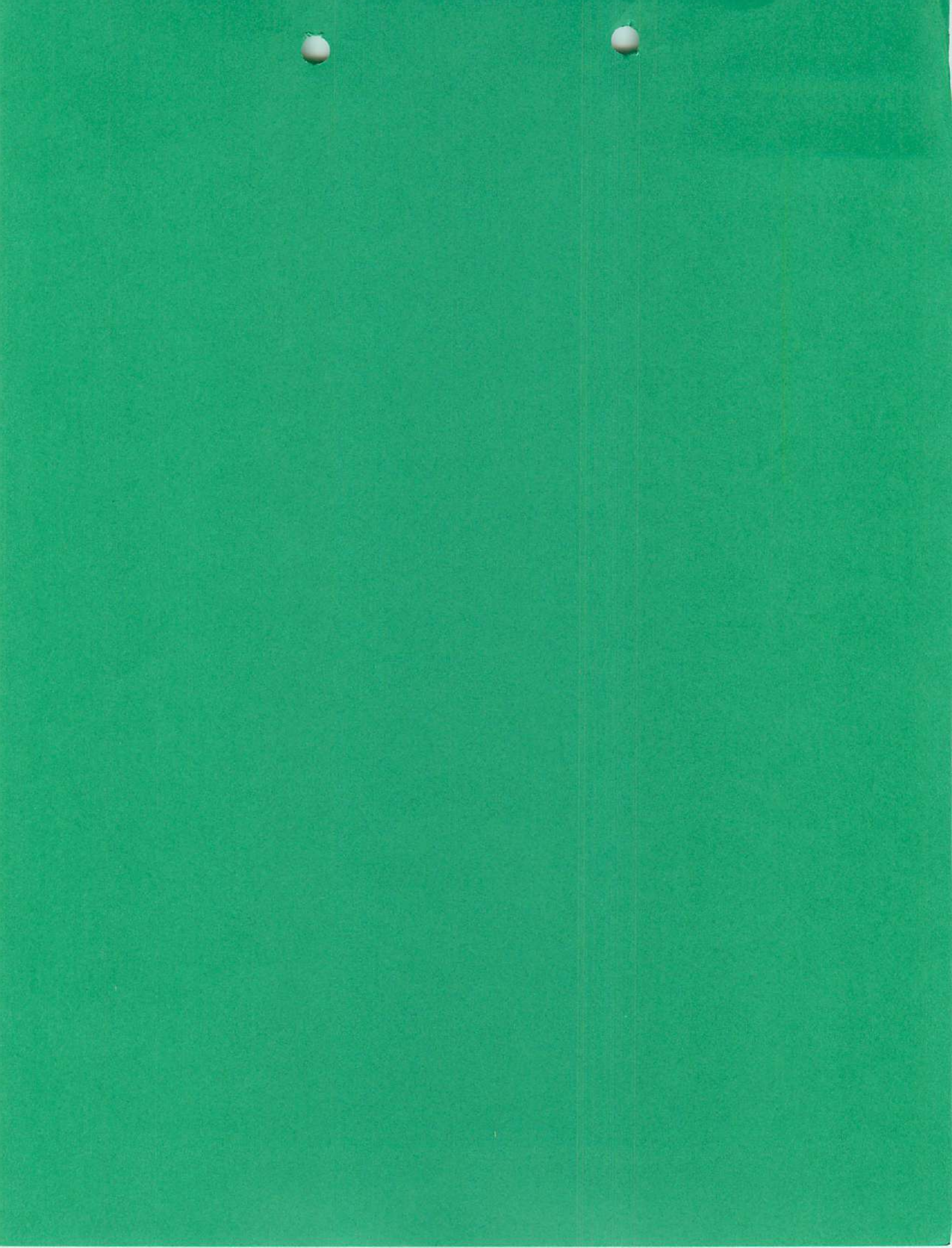
Tiffany Stirling has been the contracted counselor at Vernon Elementary for over 6 years. She has built relationships with students, parents and staff.

Recommended Motion: I move the Board approve Stirling Counseling Services to provide counseling services to our students as outlined in the attached proposal for the FY22 school year.



IX.

New Business



VIII.

Old Business

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 3/31/2021

8TH GRADE FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
BEGINNING BALANCE							\$812.87

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 3/31/2021

8TH GRADE FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/ CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
BEGINNING BALANCE							\$123.71
School Mall	10/21/2020		\$30.67				\$154.38
Everett Financial Donation	12/2/2020	164651	\$64.60				\$218.98
Lifetouch	4/1/2021	3505592	\$65.74				\$284.72

REPORT OF CASH RECEIPTS, DISBURSEMENTS, AND CASH BALANCES

MONTH ENDING: 3/31/21

STUDENT COUNCIL FUNDRAISING EVENT	DATE OF TRANSACTION	CHECK NUMBER	AMOUNT DEPOSITED	DATE DEPOSITED	PO NUMBER/CHANGE FUND	AMOUNT DISBURSED	TOTAL RECEIPTS
BEGINNING BALANCE							\$221.78
Ice Sales - Student Council	7/7/2020		\$1.20				\$222.98
Ice Sales - Student Council	8/6/2020		\$2.10				\$225.08
T-Shirt Sales - Student Council	8/6/2020		\$15.00				\$240.08
Ice Sales - Student Council	8/12/2020		\$0.60				\$240.68
Ice Sales - Student Council	8/27/2020		\$0.60				\$241.28
Ice Sales - Student Council	9/3/2020		\$2.10				\$243.38
Ice Sales - Student Council	9/17/2020		\$0.30				\$243.68
Ice Sales - Student Council	9/30/2020		\$0.90				\$244.58
Ice Sales - Student Council	10/21/2020		\$2.70				\$247.28
Ice Sales - Student Council	11/12/2020		\$1.50				\$248.78
Ice Sales - Student Council	11/18/2020		\$0.90				\$249.68
Ice Sales - Student Council	11/30/2020		\$1.20				\$250.88
Ice Sales - Student Council	1/6/2021		\$1.50				\$252.38
Ice Sales - Student Council	1/20/2021		\$0.30				\$252.68
Ice Sales - Student Council	2/24/2021		\$0.30				\$252.98
Pencil Sales - Student Council	2/25/2021		\$82.25				\$335.23
Pencil Sales - Student Council	3/1/2021		\$141.00				\$476.23
T-Shirt Sales - Student Council	3/2/2021		\$15.00				\$491.23
Ice Sales - Student Council	3/10/2021		\$0.30				\$491.53
Spirit Grams - Student Council	3/25/2021		\$9.50				\$501.03
Ice Sales, T-shirts - Student Council	3/30/2021		\$60.30				\$561.33
Spirit Grams - Student Council	3/30/2021		\$36.00				\$597.33
Spirit Grams - Student Council	4/7/2021		\$11.25				\$608.58

STUDENT SERVICES BANKING LEDGER

CK#	✓	DATE	DESCRIPTION	AMOUNT	DEPOSIT BALANCE
		7/1/2019	Payee	Withdraw	Deposit \$ 50.00
	✓	7/7/20	Student Council Fundraising - Ice Sales		\$1.20 \$ 51.20
	✓	8/6/2020	Student Council Fundraising - Ice Sales		\$2.10 \$ 53.30
	✓	8/6/2020	Student Council Fundraising - T-Shirt Sales		\$15.00 \$ 68.30
	✓	8/12/2020	Student Council Fundraising - Ice Sales		\$0.60 \$ 68.90
	✓	8/27/2020	Student Council Fundraising - Ice Sales		\$0.60 \$ 69.50
3825	✓	9/8/2020	Apache County Treasurer	19.50	\$ 50.00
	✓	9/3/2020	Student Council Fundraising - Ice Sales		\$2.10 \$ 52.10
	✓	9/17/2020	Student Council Fundraising - Ice Sales		\$0.30 \$ 52.40
	✓	9/30/2020	Student Council Fundraising - Ice Sales		\$0.90 \$ 53.30
	✓	10/21/2020	Student Council Fundraising - Ice Sales		\$2.70 \$ 56.00
	✓	10/21/2020	School Mall - General Student Fund		\$30.67 \$ 86.67
3826	✓	11/3/2020	Apache County Treasurer	36.67	\$ 50.00
	✓	11/12/2020	Student Council Fundraising - Ice Sales		\$1.50 \$ 51.50
	✓	11/18/2020	Student Council Fundraising - Ice Sales		\$0.90 \$ 52.40
	✓	11/30/2020	Student Council Fundraising - Ice Sales		\$1.20 \$ 53.60
	✓	12/2/2020	Donation Everett Financial - General Student Fund		\$64.60 \$ 118.20
3827	✓	1/5/2021	Apache County Treasurer	68.20	\$ 50.00
	✓	1/6/2021	Student Council Fundraising - Ice Sales		\$1.50 \$ 51.50
	✓	1/20/2021	Student Council Fundraising - Ice Sales		\$0.30 \$ 51.80
3828	✓	2/4/2021	Apache County Treasurer	1.80	\$ 50.00
	✓	2/24/2021	Student Council Fundraising - Ice Sales		\$0.30 \$ 50.30
	✓	2/25/2021	Student Council Fundraising - pencils, magnet, t-shirts		\$82.25 \$ 132.55
	✓	3/1/2021	Student Council Fundraising - pencils, magnet, t-shirts		\$141.00 \$ 273.55
	✓	3/2/2021	Student Council Fundraising - pencils, magnet, t-shirts		\$15.00 \$ 288.55
3829		3/3/2021	Apache County Treasurer	238.55	\$ 50.00
	✓	3/11/2021	Student Council Fundraising - Ice Sales		\$0.60 \$ 50.60
	✓	3/25/2021	Student Council Fundraising - spirit grams		\$9.50 \$ 60.10
	✓	3/30/2021	Student Council Fundraising - Ice Sales, T-shirts		\$60.30 \$ 120.40
	✓	3/30/1931	Student Council Fundraising - spirit grams		\$36.00 \$ 156.40
		4/1/2021	Student General Funds - Lifetouch		\$65.74 \$ 222.14
		4/7/2021	Student Council Fundraising - spirit grams		\$11.25 \$ 233.39
3830		4/7/2021	Apache County Treasurer	183.39	\$ 50.00

Vernon Elementary School

FOOD SERVICE FUND- CLEARING BANK ACCOUNT LEDGER FY 20-21

CK#	V	DATE	DESCRIPTION	DRAFT	DEPOSIT	BALANCE	REF
			<i>Beginning Balance</i>			\$50.00	
	v	8/6/20	Adult Lunches		3.75	\$53.75	
	v	8/12/2020	Adult Lunches		14.25	\$68.00	
	v	8/17/2020	Adult Lunches		6.80	\$74.80	
	v	8/21/2020	Adult Lunches		10.00	\$84.80	
	v	8/25/2020	Adult Lunches		5.00	\$89.80	
	v	8/26/2020	Adult Lunches		10.00	\$99.80	
	v	8/28/2020	Adult Lunches		15.00	\$114.80	
	v	8/31/2020	Adult Lunches		2.00	\$116.80	
1016	v	9/2/2020	Apache County Treasurer	66.80		\$50.00	
	v	9/3/2020	Adult Lunches		3.60	\$53.60	
	v	9/15/2020	Adult Lunches		30.00	\$83.60	
	v	9/17/2020	Adult Lunches		20.00	\$103.60	
	v	9/30/2020	Adult Lunches		32.00	\$135.60	
	v	10/7/2020	Adult Lunches		3.50	\$139.10	
1017	v	10/8/2020	Adult Lunches	89.10		\$50.00	
	v	10/21/2020	Adult Lunches		11.00	\$61.00	
	v	10/28/2020	Adult Lunches		13.85	\$74.85	
1018	v	11/2/2020	VOID	0.00		\$74.85	
1019	v	11/2/2020	Apache County Treasurer	24.85		\$50.00	
	v	11/4/2020	Adult Lunches		10.00	\$60.00	
	v	11/12/2020	Adult Lunches		16.00	\$76.00	
	v	11/18/2020	Adult Lunches		8.85	\$84.85	
	v	11/24/2020	Adult Lunches		6.00	\$90.85	
	v	12/2/2020	Adult Lunches		11.00	\$101.85	
	v	12/16/2020	Adult Lunches		37.80	\$139.65	
1020	v	1/5/2021	Apache County Treasurer	89.65		\$50.00	
	v	1/13/2021	Adult Lunches		20.00	\$70.00	
	v	1/20/2021	Adult Lunches		4.00	\$74.00	
	v	2/4/2021	Adult Lunches		4.00	\$78.00	
1021	v	2/4/2021	Apache County Treasurer	24.00		\$54.00	
	v	2/11/2021	Adult Lunches		27.00	\$81.00	
	v	2/24/2021	Adult Lunches		10.00	\$91.00	
1022	v	3/3/2021	Apache County Treasurer	41.00		\$50.00	
	v	3/10/2021	Adult Lunches		10.00	\$60.00	
	v	3/30/2021	Adult Lunches		3.80	\$63.80	
		4/7/2021	Adult Lunches		4.00	\$67.80	
1023		4/7/2021	Apache County Treasurer	17.80		\$50.00	

Vernon Elementary School District No. 9

REVOLVING FUND BANK ACCOUNT LEDGER FY 20.21

	✓	<i>Beginning Balance</i>			\$2,500.00	
1615	✓	7/28/20 United States Postal Service	196.00		\$2,304.00	Postage Stamps
1616	✓	7/29/20 Arizona Department of Economic Security	14.08		\$2,289.92	Un-employment Tax Q2 2020
	✓	Reversal of Ck#1607		8.48	\$2,298.40	Outstanding check no longer negotiable
	✓	9/18/20 Vernon Elementary School - Deposit		210.08	\$2,508.48	Replinish Revolving Account
1617	✓	9/21/20 United States Postal Service	6.95		\$2,501.53	Postage Stamps
1618	✓	11/30/20 United States Postal Service	220.00		\$2,281.53	Postage Stamps
	✓	2/4/21 Vernon Elementary School - Deposit		211.52	\$2,493.05	Replinish Revolving Account
	✓	2/24/21 Vernon Elementary School - Deposit		6.95	\$2,500.00	Replinish Revolving Account
1619	✓	3/2/2021 United States Postal Service	220.00		\$2,280.00	Postage Stamps
	✓	3/25/2021 Vernon Elementary School - Deposit		220.00	\$2,500.00	Replinish Revolving Account



THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY

1954

PHYSICAL CHEMISTRY

PROFESSOR J. H. D'ANUNZIO

CHICAGO, ILLINOIS

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PHYSICAL CHEMISTRY



Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820
www.vernon.k12.az.us

MEMO

To: Governing Board Members
From: Karol Coffman
Subject: Consent Agenda
Date: For April 13, 2021 Board Meeting

Summary of Accounts:

Revolving Fund – Mar. \$2,500.00
Student Service Ledger – Mar. \$50.00
Food Service Fund – Mar. \$50.00
Student Council General Activities Mar. \$284.72
Student Council/Student Activities - Summary – Mar. \$608.58
8th Grade Fund Summary – Mar. \$812.87

Recommended Motion: Approval of the accounts as presented.

VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2121

Voucher Date: 04/02/2021

Prepared By:

Printed: 03/29/2021 02:49:51 PM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$6,635.07 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

JOHN WILHELM

GOVERNING BOARD
PRESIDENT

DEANNA S. HUNT

GOVERNING BOARD CLERK

IRENE HUMPHREY

GOVERNING BOARD
MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$4,307.07
220	IDEA, PART B	\$0.00
225	IDEA PRESCHOOL GRANT	\$144.23
326	ESSER I	\$1,612.96
349	NATIONAL FOREST FEES	\$0.00
510	FOOD SERVICE	\$570.81
		\$6,635.07

Emailed Tomi Ellsworth 3/29/21 @ 4:19pm YCA

VERNON ELEMENTARY SCHOOL DISTRICT #9 VOUCHER

Voucher No: 2120

Voucher Date: 03/19/2021

Prepared By:

[Signature]
Printed: 03/15/2021 10:21:19 AM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$18,523.46 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

[Signature]

JOHN WILFELM

GOVERNING BOARD
PRESIDENT

DEANNA S. HUNT

GOVERNING BOARD CLERK

IRENE HUMPHREY

GOVERNING BOARD
MEMBER

VERNON ELEMENTARY SCHOOL DISTRICT #9

Fund		Amount
001	MAINTENANCE & OPERATION	\$14,608.07
220	IDEA, PART B	\$849.83
225	IDEA PRESCHOOL GRANT	\$334.79
326	ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF	\$529.99
510	FOOD SERVICE	\$1,580.52
610	UNRESTRICTED CAPITAL	\$620.26
		\$18,523.46

**VERNON ELEMENTARY SCHOOL
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 23

Voucher Date: 04/02/2021

Prepared By: *[Signature]*

Pay Period: 20
Pay Cycle: FY21 PAYROLL CALENDAR

Printed: 03/29/2021 11:41:34 AM

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$40,775.07 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

[Signature]
Administrator

[Signature]
JOHN WILHELM GOVERNING BOARD PRESIDENT

[Signature]
DEANNA S. HUNT GOVERNING BOARD CLERK

IRENE HUMPHREY GOVERNING BOARD MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$28,602.85	\$2,188.09	\$2,868.56	\$433.55	\$34,093.05
111	\$4,314.13	\$330.04	\$527.18	\$0.00	\$5,171.35
220	\$412.75	\$31.57	\$50.44	\$0.00	\$494.76
326	\$402.09	\$30.76	\$49.13	\$0.32	\$482.30
510	\$444.86	\$34.03	\$54.36	\$0.36	\$533.61
	\$34,176.68	\$2,614.49	\$3,549.67	\$434.23	\$40,775.07

Emailed Tami Ellsworth 3/29/21 @ 4:19pm GOC

PR #: Voucher
Number
Ded
Deducti
on
Voucher

Substitute for ADE 40-101

**VERNON ELEMENTARY SCHOOL
DISTRICT #9 VOUCHER**

Entity Number: 01-3-09

Voucher No: 22

Voucher Date: 03/19/2021

Prepared By: 

Printed: 03/15/2021 09:31:28 AM

Pay Period: 19
Pay Cycle: FY21 PAYROLL CALENDAR

THE COUNTY SCHOOL SUPERINTENDENT OF APACHE COUNTY is hereby authorized to draw warrants against VERNON ELEMENTARY SCHOOL DISTRICT #9 funds for the sum of \$55,714.72 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2020 to June 30, 2021 (period cannot overlap fiscal year end.)

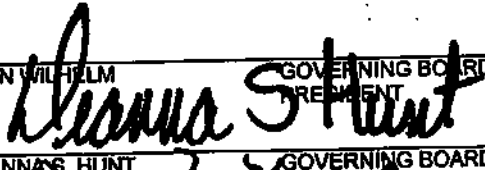
I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Administrator

JOHN WILHELM

GOVERNING BOARD
MEMBER



DEANNA S. HUNT

GOVERNING BOARD CLERK



IRENE HUMPHREY

GOVERNING BOARD
MEMBER

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
001	\$32,045.16	\$2,451.41	\$3,097.52	\$9,751.87	\$47,345.96
111	\$3,593.59	\$274.92	\$439.13	\$1,110.23	\$5,417.87
220	\$836.81	\$64.01	\$102.26	\$0.00	\$1,003.08
326	\$774.15	\$59.23	\$94.60	\$0.62	\$928.60
510	\$849.70	\$65.00	\$103.83	\$0.68	\$1,019.21
	\$38,099.41	\$2,914.57	\$3,837.34	\$10,863.40	\$55,714.72



Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820
www.vernon.k12.az.us

MEMO

To: Governing Board Members
From: Karol Coffman
Subject: Consent Agenda - Vouchers
Date: For the April 13, 2021 Board Meeting

Payroll and Expense Vouchers:

#22 – \$55,714.72

#23 - \$40,775.07

#2120 - \$18,523.46

#2121 - \$6,635.07

Recommended Motion: Board Approval for Payroll and Expense Vouchers as presented.

order to avoid or resolve litigation. Attorney may appear telephonically. *The attorney was not needed in any executive session. No vote necessary.*

a. Consultation with attorney regarding a superintendent contract.

Location: Vernon Elementary School - 90 CRN 3039 Vernon, Arizona 85940

XII. ADJOURNMENT – *A motion was made to adjourn the meeting at 6:36pm by Deanna Hunt. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from John Wilhelm and a yes vote from Irene Humphrey approved the item 3-0.*

Dated this 1ST day of April, 2021

Vernon Elementary School District #9 Governing Board

By *Karol Coffman*

Governing Board Secretary

VERNON ELEMENTARY SCHOOL DISTRICT NO. 9
90 CRN 3139 • PO BOX 89 • VERNON, ARIZONA 85940
TELEPHONE: 928-537-5463 • FAX: 928-537-1820

**NOTICE OF SPECIAL PUBLIC MEETING OF THE GOVERNING BOARD OF VERNON
ELEMENTARY SCHOOL DISTRICT # 9**

Governing Board

Mr. John Wilhelm – President, Mrs. Deanna Hunt – Clerk, Irene Humphrey– Member

PUBLIC MEETING AGENDA MINUTES FOR MARCH 30, 2021

I. CALL TO ORDER - *Mr. Wilhelm called the meeting to order at 8:37am*

II. ROLL CALL *Present were John Wilhelm, Irene Humphrey and Deanna Hunt*

III. ADOPTION OF THE AGENDA – *A motion was made by Deanna Hunt for the adoption of the agenda as presented. A second was made by Irene Humphrey. A yes vote from John Wilhelm, a yes vote from Deanna Hunt and a yes vote from Irene Humphrey approved the item 3-0.*

IV. PLEDGE OF ALLEGIANCE and PRAYER – *John Wilhelm said prayer.*

IX. NEW BUSINESS

- 1) The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(1) for discussion of personnel matters.”
 - a. Conduct an interview with candidates for superintendent. *(Mr. Wilhelm, Action)*
A motion was made by Deanna Hunt to convene in executive session at 8:40am. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from John Wilhelm and a yes vote from Irene Humphrey approved the item 3-0.
Exit executive session at 10:45am.
10:45am - 11:25am – Scoring and break.
A motion was made by Deanna Hunt to enter into executive session at 11:25am. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from John Wilhelm and a yes vote from Irene Humphrey approved the item 3-0.
Exit executive session at 1:40pm
1:40pm – 3:00pm scoring and lunch break.
A motion was made by Deanna Hunt to enter into executive session at 3:00pm. A second was made by Irene Humphrey. A yes vote from Deanna Hunt, a yes vote from John Wilhelm and a yes vote from Irene Humphrey approved the item 3-0.
3:58 – 4:10 break
Exit executive session at 4:48pm.
4:48 – 6:35 Discussion of candidates.

- 2) The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(4) for discussion or consultation with the District’s Attorney(s) in order to consider its position and instruct its attorney(s) regarding the public body’s position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in

Food Service Fund – Feb. \$50.00,

Student Council General Activities Feb. \$218.98

8th Grade Fund Summary – Feb. \$812.87

Student Council/Student Activities Summary – Feb. \$491.23

6) Donations:

a) Apache County Jails - \$5904.80 (gift cards) - School Supplies

A motion was made by Deanna Hunt for the approval of the consent agenda as presented. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deana Hunt approved the item 3-0.

VIII. OLD BUSINESS - None

IX. NEW BUSINESS

1) Discussion and possible action regarding the approval of the Agreement to accept services from the Special Service Consortium for the Speech Pathologist for the 2021-2022 school year. *A motion was made by Deanna Hunt for the approval to accept the services from the Special Service Consortium for the Speech Pathologist for the 2021-2022 school year. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deana Hunt approved the item 3-0.*

2) Discussion and possible action regarding the approval of the FY22 School Calendar *A motion was made by Irene Humphrey for the approval of the FY22 School Calendar as presented. A second was made by Deanna Hunt. Mrs. Orton gave information and a Summary of the Calendar of Events for the 21-22 school year. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deana Hunt approved the item 3-0.*

3) Discussion regarding the Auditor General Arizona School District Spending-Fiscal Year 2020 Report. *Mr. Fuller gave an overview of the Auditor General Arizona School District Spending-Fiscal Year 2020 Report. Discussion only, no vote was needed.*

4) Discussion and possible action regarding the scheduling of interviews and community meeting for Superintendent/Principal for the FY22 School Year. *Mr. Fuller gave some dates for the Board to choose from to have the Community Meeting and the interviews with the Principal/ Superintendent Candidates. The dates will be decided at a later time after the Board Members choose a date. Discussion only, no vote was needed.*

FUTURE MEETINGS/LOCATIONS – May 11, 2021 – June 8, 2021

Location - VESD Library - 90 CRN 3139 Vernon, Arizona 85940

X. ADJOURNMENT – *A motion was made by Deanna Hunt to adjourn the meeting at 6:01pm. A second was made by Irene Humphrey. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deana Hunt approved the item 3-0.*

Dated this 10th day of March 2021

By: Karol Coffman Governing Board Secretary

Vernon Elementary School District #9 Governing Board

VERNON ELEMENTARY SCHOOL DISTRICT NO. 9
90 CRN 3139 • PO BOX 89 • VERNON, ARIZONA 85940
TELEPHONE: 928-537-5463 • FAX: 928-537-1820

**NOTICE OF PUBLIC MEETING OF THE GOVERNING BOARD
OF VERNON ELEMENTARY SCHOOL DISTRICT # 9**

Governing Board

Mr. John Wilhelm – President - Mrs. Deanna Hunt – Clerk - Mrs. Irene Humphrey – Member

PUBLIC MEETING AGENDA MINUTES – MARCH 09, 2021

I. CALL TO ORDER- *Mr. Wilhelm called the meeting to order at 5:30pm.*

II. ROLL CALL - *Present were John Wilhelm, Irene Humphrey and Deanna Hunt.*

III. ADOPTION OF THE AGENDA – *A motion was made by Deanna Hunt for the adoption of the agenda as presented. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deana Hunt approved the item 3-0.*

IV. PLEDGE OF ALLEGIENCE AND PRAYER – *Mr. Fuller said prayer.*

V. CALL TO THE PUBLIC- *There were no calls to the public.*

VI. SUPERINTENDENT'S COMMENTS/REPORTS *Mr. Fuller gave information on the basketball court will be poured soon and the playground should be completed in April. With the changes in Special Services all student's needs are being met. Mr. Fuller and Mrs. Yost will be Student Counsel Sponsors for the rest of the school year. Mrs. Orton gave a slideshow of the Preschool and Kindergarten activities that happen this year. All classes will be participating in the Gardening and Nutrition classes.*

VII. CONSENT AGENDA - The Board may vote to pull an item off of the Consent Agenda for Board Discussion and Board Action and may vote on that item separately from those items contained in the Consent Agenda. Names and details may be viewed at the District's Business Office and copies of the minutes may be viewed on the District website or obtained by contacting the District Office. Copies of vouchers may be viewed by contacting the District Office.

1) The approval of the February 16, 2021 Regular Agenda Minutes and the as presented.

2) Approval of Payroll Vouchers: #20 – \$60,571.64 - #21 - \$45,494.53

3) Approval of Expense Voucher #2118 - \$20,540.61 - #2119 - \$11,591.84

4) Approval of Personnel Reports.

a) Thea Wilson, Scott Landis – Recruitment and Retention Incentive

b) Thea Wilson – Certified to Long Term

c) Tammy Yost – Student Council Sponsor

d) Bill Jones - resignation

e) PJ Jones - resignation

5) Approval of Accounts:

Revolving Fund – Feb. \$2,280.00

Student Service Ledger – Feb. \$50.00,



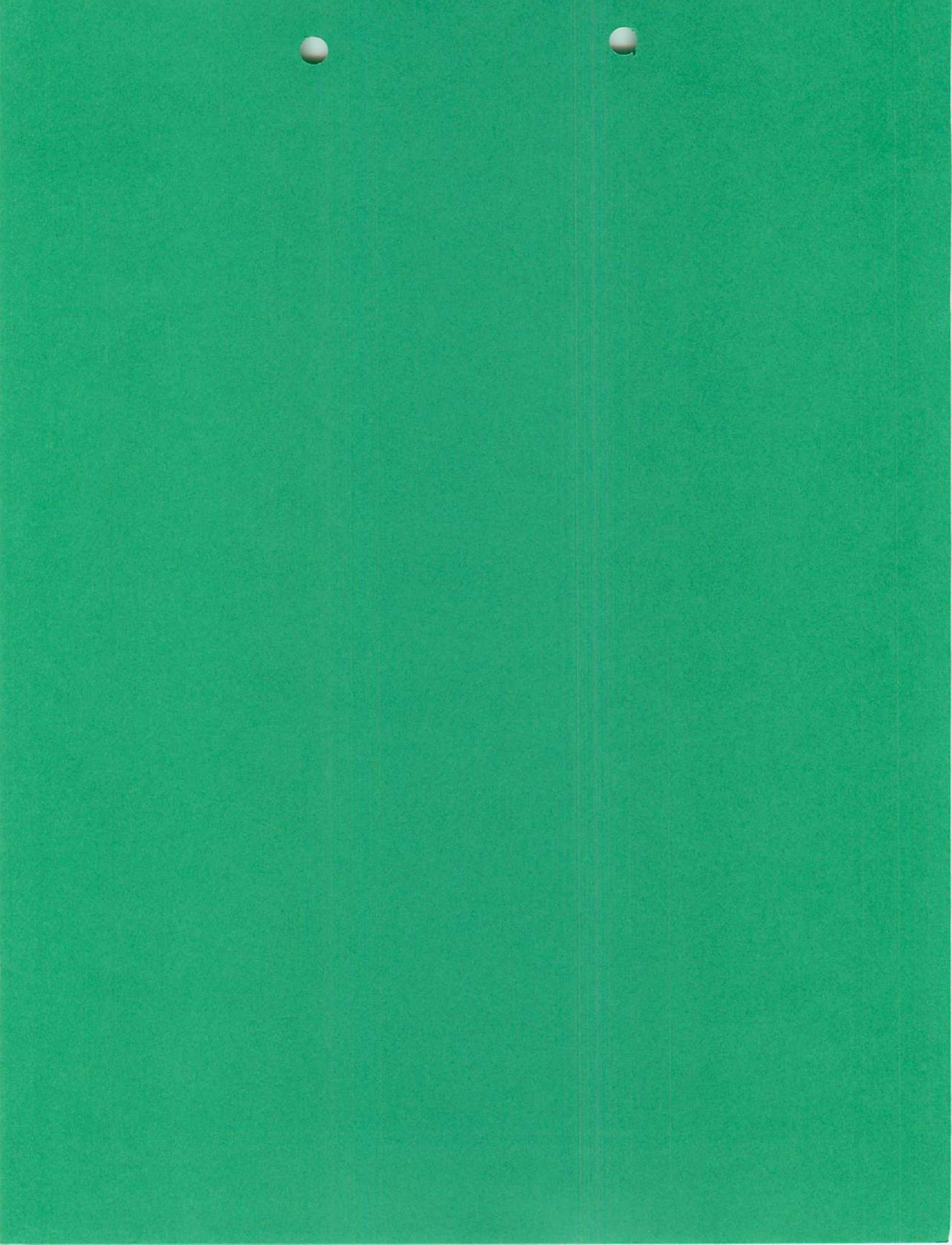
Vernon Elementary School District #9

P.O. Box 89 – 90 CRN 3139 – Vernon, AZ 85940 – ☎ (928) 537-5463 – Fax (928) 537-1820
www.vernon.k12.az.us

MEMO

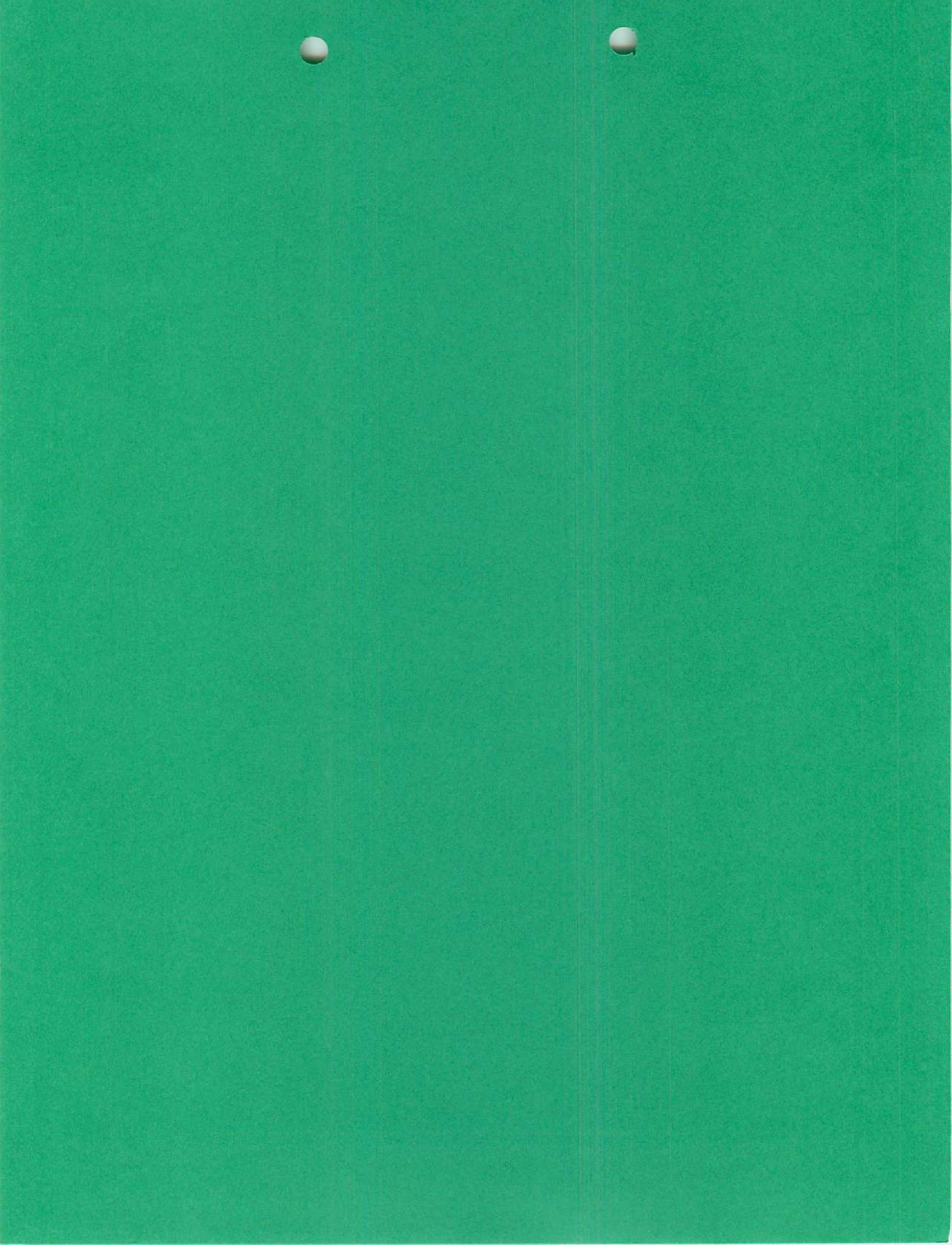
To: Governing Board Members
From: Karol Coffman
Subject: Consent Agenda
Date: For April 13, 2021 Board Meeting

Recommended Motion: The approval of the February 9, 2021 Regular Agenda Minutes and the March 30, 2021 Special Meeting Agenda Meeting Minutes as presented.



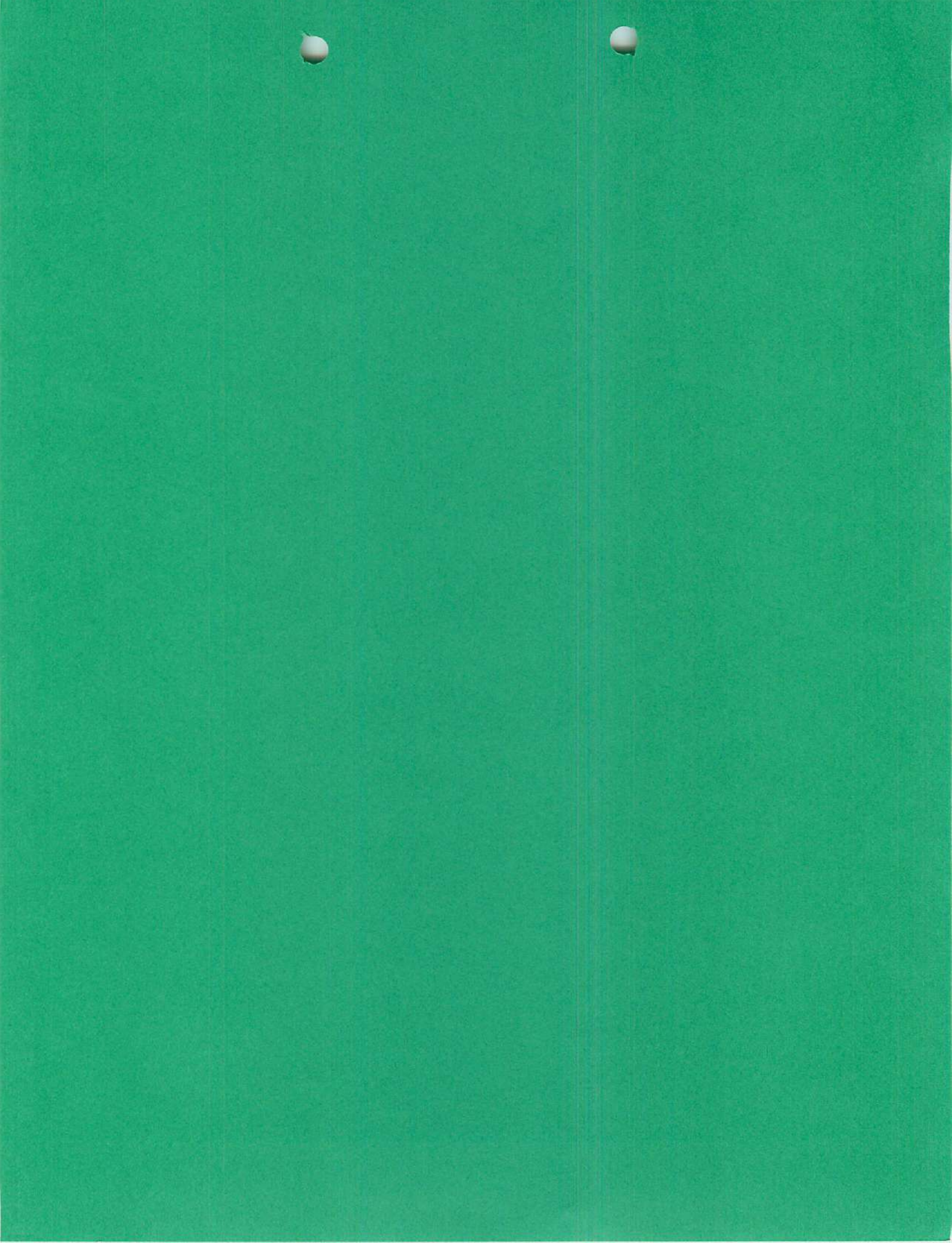
VII.

Consent Agenda



VII.

Consent Agenda



VI.

Superintendent's
Comments/Reports

13) Discussion and possible action ^{to be held} regarding potential employment candidates for the position of District Superintendent. The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(1) for personnel matter discussion. (Mr. Wilhelm Action)

14) Discussion and possible action regarding the terms and potential award of the Superintendent Employment Contract. The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(4) for discussion or consultation with the District's Attorney(s) in order to consider its position and instruct its Attorney(s) regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation. Attorney may appear telephonically. (Mr. Wilhelm Action)

FUTURE MEETINGS/LOCATIONS - May 11, 2021 – June 8, 2021

Location - VESD Library - 90 CRN 3139 Vernon, Arizona 85940

X. ADJOURNMENT

Dated this 7th day of April, 2021

By: Harol Ceffman Governing Board Secretary

Vernon Elementary School District #9 Governing Board

Persons with a disability may request a reasonable accommodation. Contact the District office at (928) 537-5463. Requests should be made as early as possible.

VIII. OLD BUSINESS - None

IX. NEW BUSINESS

- 1) Discussion and possible action regarding the approval of the Stirling Counseling Services for the 2021-2022 school year. (*Mr. Wilhelm action*).
- 2) Discussion and possible action regarding the approval of Terry Lacey for Occupational Therapy for the 2021-2022 school year. (*Mr. Wilhelm action*).
- 3) Discussion and possible action regarding the approval of FamFrst Counseling Services LLC (Dr. Erick C. Rask) for student psychoeducational evaluation services for the 2021-2022 school year. (*Mr. Wilhelm action*)
- 4) Discussion and possible action regarding the approval of the 2021-2022 Credit Cards, in accordance with A.R.S. §15-342, for the following vendors: Lowe's, and Voyager (U.S. Bank) for the 2021-2022 school year. (*Mr. Wilhelm action*).
- 5) Discussion and possible action regarding the resolution authorization for Governing Board Members to sign vouchers in between regular board meetings and to be ratified at the next Governing Board Meeting in accordance with A.R.S. 15-321-(G). (*Mr. Wilhelm action*)
- 6) Discussion and possible action regarding the approval of Student Activities Fundraising in for the 2021-2022 school year in connection with student organizations and clubs in accordance with A.R.S. § 15-1121. (*Mr. Wilhelm action*)
- 7) Discussion and possible action regarding the Dobridge & Company PC for auditing services for the 2018-2019 and 2019-2020 school years. (*Mr. Wilhelm action*)
- ~~8) Discussion and possible action regarding the approval of a 1% increase in pay for all Certified Teachers from the Arizona 20% by 2020. (*Mr. Wilhelm action*)~~ *tabled*
- 9) Discussion and possible action to approve the certified salary schedule for the 2021-2022 school year. (*Mr. Wilhelm action*)
- 10) Discussion and possible action regarding the approval of the Classified Wage Schedule for the 2021-2022 school year. (*Mr. Wilhelm action*)
- 11) Discussion and possible action to approve the Educational Service Incorporated Employee Staffing Agreement for the 2021-2022 school year. (*Mr. Wilhelm Action*)
- 12) Discussion and possible action regarding the approval of 2021-2022 Teacher Contracts and Work Agreements. (*Mr. Wilhelm action*)

Certified Staff Contracts: Tammy Yost, Stephanie King, Robert Lefrandt, Andrew Madrid, Lisa Marean, Kristen Orton, Ashley Umphress, Kendra McGrew, Liza Messersmith, and Scott Landis.

Classified Administrator Staff Contracts: Jessica Wheeler.

Classified Staff Work Agreements: Karol Coffman, Nicolette Gardner, Darla Rider, Susanne Chapman, Joyce Madrid, Betsy Elvendahl, Stacey Leach, Geraldine Kocher, Ron Hoffman, and Susan Larson.

Renewal of ESI Contracts: Mary Adams.

VERNON ELEMENTARY SCHOOL DISTRICT NO. 9
90 CRN 3139 • PO BOX 89 • VERNON, ARIZONA 85940
TELEPHONE: 928-537-5463 • FAX: 928-537-1820

**NOTICE OF PUBLIC MEETING OF THE GOVERNING BOARD
OF VERNON ELEMENTARY SCHOOL DISTRICT # 9**

Governing Board

Mr. John Wilhelm – President - Mrs. Deanna Hunt – Clerk - Mrs. Irene Humphrey – Member

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Vernon Elementary School District No. 9 Governing Board and to the general public that the Vernon Elementary School District No. 9 Governing Board will hold a public meeting open to the public on **April 13, 2021, 5:30 PM**, at 90 CRN 3139, Vernon, AZ, 85940. The Vernon Elementary School District No. 9 Governing Board may vote to convene in executive session which shall not be open to the public pursuant to A.R.S. §38-431.03(A)(3) for legal advice from the District's Attorney(s) on any matter on this agenda marked with an asterisk (*). The District's Attorney(s) may appear telephonically.

The Governing Board reserves the right to change the order of the items on the agenda, with the exception of public hearings and bid awards.

PUBLIC MEETING AGENDA – APRIL 13, 2021

I. CALL TO ORDER (*Mr. Wilhelm Action*)

II. ROLL CALL (*Mr. Wilhelm Action*)

III. ADOPTION OF THE AGENDA (*Mr. Wilhelm, Action*)

IV. PLEDGE OF ALLEGIENCE AND PRAYER

V. CALL TO THE PUBLIC-Community members are invited to share their questions, comments, or concerns with the School Board. Per Policy BEDH – Any individual desiring to address the Board shall complete a form (Request to Address Board) and give this form to the District Administrator prior to the start of the Board Meeting. When speaking, citizens should state their name and address for the record, and limit their presentation to three minutes. The Governing Board members are not permitted to discuss or take legal action on matters raised during open call to the public unless the matters are properly noticed for discussion and legal action. However, the law permits Board members to do the following at the conclusion of the open call to the public: (a) Respond to criticism made by those who have addressed the Board; (b) Ask staff to review a matter; or (c) Ask that a matter be put on a future agenda.

VI. SUPERINTENDENT'S COMMENTS/REPORTS (*Mr. Fuller, Information*) • Summary of Current Events.

VII. CONSENT AGENDA - The Board may vote to pull an item off of the Consent Agenda for Board Discussion and Board Action and may vote on that item separately from those items contained in the Consent Agenda. Names and details may be viewed at the District's Business Office and copies of the minutes and may be viewed on the District website or obtained by contacting the District Office. Copies of vouchers may be viewed by contacting the District Office.

- 1) Approval of the March 9, 2021 Regular Agenda Minutes and the March 30, 2021 Special Meeting Agenda Meeting Minutes as presented.
- 2) Approval of Payroll Vouchers: #22 - \$55,714.72. #23- \$40,775.07.
Approval of Expense Voucher #2120 - \$18,523.46. - # 2121 - \$6,635.07
- 3) Approval of Personnel Reports.
- 4) Approval of Accounts.

Revolving Fund – March. \$2,500.00

Student Service Ledger – March. \$50.00,

Food Service Fund – March. \$50.00,

Student Council General Activities March. \$284.72

- 10) Discussion and possible action regarding the approval of the Classified Wage Schedule for the 2021-2022 school year. *A motion was made by Deanna Hunt for the approval of the Classified Wage Schedule for the 2021-2022 school year. A second was made by Irene Humphrey. Mrs. Humphrey wanted to know if there was any way possible to give the classified staff more than 25¢, Mr. Fuller explained that that was how much the steps were in the Classified Wage Schedule. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 11) Discussion and possible action to approve the Educational Service Incorporated Employee Staffing Agreement for the 2021-2022 school year. *A motion was made by Deanna Hunt to approve the Educational Service Incorporated Employee Staffing Agreement for the 2021-2022 school year. A second was made by Irene Humphrey. Discussion was explaining that ESI was used to employ retired staff members. The agency reduces the amount the District has to pay into retirement funds. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 12) Discussion and possible action regarding the approval of 2021-2022 Teacher Contracts and Work Agreements. *A motion was made by Deanna Hunt for the approval of 2021-2022 Teacher Contracts and Work Agreements. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*

Certified Staff Contracts: Tammy Yost, Stephanie King, Robert Lefrandt, Andrew Madrid, Lisa Marean, Kristen Orton, Ashley Umphress, Kendra McGrew, Liza Messersmith, and Scott Landis.

Classified Administrator Staff Contracts: Jessica Wheeler.

Classified Staff Work Agreements: Karol Coffman, Nicolette Gardner, Darla Rider, Susanne Chapman, Joyce Madrid, Betsy Elvendahl, Stacey Leach, Geraldine Kocher, Ron Hoffman, and Susan Larson.

Renewal of ESI Contracts: Mary Adams.

- 13) Discussion and possible action regarding potential employment candidates for the position of District Superintendent. The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(1) for personnel matter discussion. *This item was tabled.*
- 14) Discussion and possible action regarding the terms and potential award of the Superintendent Employment Contract. The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(4) for discussion or consultation with the District's Attorney(s) in order to consider its position and instruct its Attorney(s) regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation. Attorney may appear telephonically. *No executive session was needed. A motion was made by John Wilhelm to accept the contract of Mr. Chad Knippen for Principal/Superintendent for the 2021-2022 and 2022-2023 school years. A second was made by Deanna Hunt. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*

FUTURE MEETINGS/LOCATIONS - May 11, 2021 – June 8, 2021
Location - VESD Library - 90 CRN 3139 Vernon, Az. 85940

X. ADJOURNMENT – *A motion was made by Deanna Hunt to adjourn the meeting at 6:00pm. A second was made by Irene Humphrey. A yes vote from John Wilhelm. A yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*

Dated this 14th day of April, 2021

By: Karol Coffman Governing Board Secretary
Vernon Elementary School District #9 Governing Board

- 1) Discussion and possible action regarding the approval of the Stirling Counseling Services for the 2021-2022 school year. *A motion was made by Deanna Hunt for the approval of the Stirling Counseling Services for the 2021-2022 school year. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 2) Discussion and possible action regarding the approval of Terry Lacey for Occupational Therapy for the 2021-2022 school year. *A motion was made by Deanna Hunt for the approval of Terry Lacey for Occupational Therapy for the 2021-2022 school year. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 3) Discussion and possible action regarding the approval of FamFrst Counseling Services LLC (Dr. Erick C. Rask) for student psychoeducational evaluation services for the 2021-2022 school year. *A motion was made by Deanna Hunt for the approval of FamFrst Counseling Services LLC (Dr. Erick C. Rask) for student psychoeducational evaluation services for the 2021-2022 school year. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 4) Discussion and possible action regarding the approval of the 2021-2022 Credit Cards, in accordance with A.R.S. §15-342, for the following vendors: Lowe's, and Voyager (U.S. Bank) for the 2021-2022 school year. *A motion was made by Deanna Hunt for the approval of the 2021-2022 Credit Cards, in accordance with A.R.S. §15-342, for the following vendors: Lowe's, and Voyager (U.S. Bank) for the 2021-2022 school year. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 5) Discussion and possible action regarding the resolution authorization for Governing Board Members to sign vouchers in between regular board meetings and to be ratified at the next Governing Board Meeting in accordance with A.R.S. 15-321-(G). *A motion was made by Deanna Hunt regarding the resolution authorization for Governing Board Members to sign vouchers in between regular board meetings and to be ratified at the next Governing Board Meeting in accordance with A.R.S. 15-321-(G). A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 6) Discussion and possible action regarding the approval of Student Activities Fundraising in for the 2021-2022 school year in connection with student organizations and clubs in accordance with A.R.S. § 15-1121. *A motion was made by Deanna Hunt for the approval of Student Activities Fundraising in for the 2021-2022 school year in connection with student organizations and clubs in accordance with A.R.S. § 15-1121 including adding Nicolette Gardner as the activities Director/Treasurer. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 7) Discussion and possible action regarding the Dobridge & Company PC for auditing services for the 2018-2019 and 2019-2020 school years. *A motion was made by Deanna Hunt to retro actively approve Dobridge & Company PC for auditing services for the 2018-2019 and 2019-2020 school years to have access to the reports. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*
- 8) Discussion and possible action regarding the approval of a 1% increase in pay for all Certified Teachers from the Arizona 20% by 2020. *This item was tabled.*
- 9) Discussion and possible action to approve the certified salary schedule for the 2021-2022 school year. *A motion was made by Deanna Hunt to approve the certified salary schedule for the 2021-2022 school year. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote from Deanna Hunt approved the item 3-0.*

VERNON ELEMENTARY SCHOOL DISTRICT NO. 9
90 CRN 3139 • PO BOX 89 • VERNON, ARIZONA 85940
TELEPHONE: 928-537-5463 • FAX: 928-537-1820

Governing Board

Mr. John Wilhelm – President - Mrs. Deanna Hunt – Clerk - Mrs. Irene Humphrey – Member

PUBLIC MEETING AGENDA MINUTES– APRIL 13, 2021

I. CALL TO ORDER *Mr. Wilhelm Action called the meeting to order at 5:36pm.*

II. ROLL CALL *Present were John Wilhelm, Deanna Hunt and Irene Humphrey*

III. ADOPTION OF THE AGENDA- *A motion was made for the adoption of the agenda by Deanna Hunt. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote form Deanna Hunt approved the item 3-0.*

IV. PLEDGE OF ALLEGIENCE AND PRAYER *John Wilhelm said prayer.*

V. CALL TO THE PUBLIC-*There were no calls to the public*

VI. SUPERINTENDENT'S COMMENTS/REPORTS *Mr. Fuller gave information on the 8th grade tour of Show Low High School. The two make up snow days are April 30 and May 21. Our afterschool STEM program where the students are building robots.*

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Revolving Fund – March. \$2,500.00 Student Service Ledger – March. \$50.00,

Food Service Fund – March. \$50.00, Student Council General Activities March. \$284.72

8th Grade Fund Summary – March. \$812.87 Student Council/Student Activities – March. \$608.58

A motion was made by Deanna Hunt for the approval of the consent agenda as presented. A second was made by Irene Humphrey. There was no discussion. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote form Deanna Hunt approved the item 3-0.

VIII. OLD BUSINESS - None

IX. NEW BUSINESS

Before the new business was started John Wilhelm made a motion to table items 8 and 13 in the new business section. A second was made by Irene Humphrey. A yes vote from John Wilhelm, a yes vote from Irene Humphrey and a yes vote form Deanna Hunt approved the item 3-0.